**Annex II – Bid Template**

**Attached to the Invitation to Tender No EMSA/NEG/32/2014 for the conclusion of one framework contract for the supply of labels**

**In case of Individual submission**

**Name of the company**

*(Corresponding to the one indicated in the Legal Entity form)*

**In case of Joint offer**

*(Corresponding to the information in the “Statement of subcontracting/joint offer)*

**Name of Consortium** *(if applicable)*

**Names of the subcontractors**

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**Date & Signature of the authorized representative**

Done at , on 2014

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**PART A: All the information and documents relevant for the appraisal of the tenderer (exclusion criteria) (Tender Specifications points 9, 12, 13.2-13.3)**

**PART B: All the information and documents relevant for the appraisal of the Technical capacity (selection criteria) of the tenderer (Tender Specifications point 13.4)**

**PART C: All the information and documents relevant for the appraisal of the Quality Award Criteria (Tender Specifications point 14)**

**PART D: All the information relevant for the appraisal of the Price Award Criteria (Tender Specifications point 14)**

**Attachment 1 – Price table**

**PART A: All the information and documents relevant for the appraisal of the tenderer (Tender specifications points 9, 12, 13.2-13.3 - Exclusion Criteria)**

*Please submit relevant information and in any case attach the Declaration on Honour duly filled in, dated and signed and if available additional proof evidencing eligibility as per point 13.3. If such evidence has already been submitted please indicate in which procurement procedure or contract it was submitted. -The evidence must have been submitted not more than one year ago.*

**PART B: All the information and documents relevant for the appraisal of the Technical capacity (selection criteria) of the tenderer (Tender Specifications point 13.4)**

*Please describe your company’s area of expertise and provide evidence in case similar projects for the production of labels were previously accomplished.*

**PART C: All the information and documents relevant for the appraisal of the Quality Award Criteria (Tender Specifications point 14)**

**Quality of the labels and supporting fittings:**

*Please describe how the technical requirements under point 2.3 of the Tender Specifications will be met.*

*Please send a sample of each type of label together with the related fittings.*

**PART D: All the information relevant for the appraisal of the Price Award Criteria (Tender Specifications point 14)**

*Please fill in the Price Table in Attachment 1 to the Bid Template.*

*The table will be provided in electronic format (MS Excel) in order to help you automatically to calculate the total price of the bid.*

*Please print out the already filled table and attach it to the bid template.*