

## BIDDER DETAILS

(A separate, distinct Bidder Details Form must be submitted for EACH OPTION - if applicable - submitted)

Company's Name:	
Contact Person's Name and Surname:	
Business Address:	
VAT Registration Number	
Telephone Number:	
Mobile Number:	
E-mail address:	

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**ID:** \_\_\_\_\_

## Eligibility and Administrative DECLARATION FORM

**Declaration on agreement, conformity and compliance with the General Rules Governing Tendering, the provisions of the Tenderer's Declaration, the terms of use and the manual for Economic Operators and the provisions of the Statement on Conditions of Employment.**

Tenderer's Declaration - In response to your invitation to tender for this contract, I hereby declare that **tick all boxes**:

The tenderer I am representing ("We") has examined, and accept in full and in its entirety, the content of this tender document (including subsequent Clarification Notes issued by the Central Government Authority/MPU/Contracting Authority) and the General Rules Governing Tenders. We hereby accept the contents thereto in their entirety, without reservation or restriction. We also understand that any disagreement, contradiction, alteration, deviation or omission shall lead to our offer not being considered any further. We offer to provide, in accordance with the terms of the tender document and the conditions and time limits laid down, without reservation or restriction, the requirements of this Call for Tenders (CfT).

Yes

This tender is valid for a period of 90 days from the final date for submission of tenders. If our tender is accepted, we undertake to provide a performance guarantee of 4 percent (where the amount of the contract is between 10,000 euro and 500,000 euro ex VAT) and 10 percent where the amount of the contract is 500,001 euro or above, of the contract value as required by the General Conditions.

Agreed

We agree to abide by the ethics clauses of the General Rules Governing Tendering and, in particular, have no potential conflict of interests or any relation with other candidates or other parties in the tender procedure at the time of the submission of this application. We have no interest of any nature whatsoever in any other tender in this procedure. We recognise that our tender may be excluded if we propose key experts who have been involved in preparing this project or engage such personnel as advisers in the preparation of our tender.

Agreed

We will inform the Central Government Authority/MPU/Contracting Authority immediately if there is any change in the above circumstances at any stage during the implementation of the contract. We also fully recognise and accept that any false, inaccurate or incomplete information deliberately provided in this application may result in our exclusion from this and other contracts funded by the Government of Malta and the European Communities.

Agreed

We acknowledge that the Central Government Authority/MPU/Contracting Authority shall request rectifications in respect of incomplete/non-submitted information pertinent to the documentation listed in the Instructions to Tenderers. We understand that such rectification/s must be submitted within five (5) working days, and is free of charge, and that failure to comply shall result in our offer not being considered any further. We acknowledge that the Central Government Authority/MPU/Contracting Authority shall forward all communication

related to this call for tenders to the user/s within our Organisation that have associated himself/themselves with this call for tenders. In this respect, we confirm that the contact details as detailed in [www.etenders.gov.mt](http://www.etenders.gov.mt) are correct. Particularly, the email address provided is active and its inbox constantly monitored.

Agreed

In terms of Article 18 of the General Rules Governing Tenders, we note that the Central Government Authority/MPU/Contracting Authority is not bound to proceed with this invitation to tender and that it reserves the right to cancel or award only part of the tender. The right is also reserved to initiate a new invitation to tender. It will incur no liability towards the Contracting Authority should it do so.

Agreed

We note that we take full responsibility to submit the documentation required before the tender submission deadline. We agree that the GoM will not be responsible for late submissions

Agreed

The provisions of this tender are without prejudice to the obligations of the Central Government Authority/MPU/Contracting Authority in terms of the Freedom of Information Act (Cap. 496 of the Laws of Malta). The Central Government Authority/MPU/Contracting Authority, prior to disclosure of any information to a third party in relation any provision of this tender, which has not yet been made public, shall consult the tenderer in accordance with the provisions of the said Act, pertinent subsidiary legislation and the Code of Practice issued pursuant to the Act. Such consultation shall in no way prejudice the obligations of the Central Government Authority/MPU/Contracting Authority in terms of the Act.

Agreed

Power of Attorney (In case of a Joint Venture/Consortium/Group of Economic Operators this section is mandatory)

(In case of a Joint Venture/Consortium/Group of Economic Operators) We confirm, as a partner in the consortium, that all partners are jointly and severally liable by law for the performance of the contract, that the lead partner is authorised to bind, and receive instructions for and on behalf of, each member, and that all partners in the joint venture/consortium are bound to remain in the joint venture/consortium for the entire period of the contract's performance. We are fully aware that, in the case of a consortium, the composition of the consortium cannot be modified in the course of the tender procedure.

Agreed

*NOTE: If Applicable, kindly attach duly filled in form marked as Power of Attorney (In case of Joint Venture/Consortium/Group of Economic Operators This Form is Mandatory).*

*If Applicable, kindly attach preliminary agreement or letter of intent stating that all partners assume joint and several liability for the execution of the contract. That the lead partner is authorized to bind, and receive instructions for and on behalf of, all partners, individually and collectively.*

## Statement on Conditions of Employment

It is hereby declared that all employees engaged on this contract shall enjoy working conditions such as wages, salaries, vacation and sick leave, maternity and parental leave as provided for in the relative Employment Legislation. Furthermore, we shall comply with Chapter 424 of the Laws of Malta (Occupational Health and Safety Authority Act) as well as any other national legislation, regulations, standards and/or codes of practice or any amendment thereto in effect during the execution of the contract. In the event that it is proved otherwise during the execution of the contract it is hereby being consented that the contract is terminated with immediate effect and that no claim for damages or compensation be raised by us.

Agreed

Tenderers are to ensure that self-employed personnel registered with Maltese Authorities are not engaged as employees of the company on this contract. Self-employed personnel may be engaged as subcontractors or as partners in a Joint Venture. Non-compliance will invalidate the contract.

Agreed

I agree and commit to submit a copy of the monthly payslips of the employees being detailed to carry out the services and also the copies of the FS3 forms at the end of the year if so requested.

Agreed

## Extracts from the Public Procurement Regulations

I confirm that I am aware of the right of appeal as stipulated in Section 2 of the Tender Document.

I confirm

Signature: .....

*(the person or persons authorised to sign on behalf of the tenderer)*

Date: .....

**Data on Joint Venture/Consortium (Where applicable)**

1	Name	.....
2	Managing Board's Contact Details	Address: ..... ..... Telephone: ..... Fax: ..... Email: .....
3	Agency in the state of the Contracting Authority, if any <i>(in the case of a Joint Venture/Consortium with a foreign lead partner)</i>	Address: ..... ..... Telephone: ..... Fax: ..... Email: .....
4	Names of Partners	(i) ..... (ii) ..... (iii) ..... (iv) .....
5	Name of Lead Partner	.....
6	Agreement governing the formation of the Joint Venture/Consortium <i>(Enclose Joint Venture/ Consortium Agreement)</i>	
	Place of Signature:	Date of Signature:
	.....	.....

Signature: .....

*(the person or persons authorised to sign on behalf of the tenderer)*

Date: .....

## POWER OF ATTORNEY

Please attach here the Power of Attorney empowering the signatory of the tender and all related documentation as per clause 2.3 of the General Rules Governing Tendering (version 2.2) and clause 7(A)(vi) of Section 1 - Instructions to Tenderer.

**Signature:** .....

*(the person or persons authorised to sign on behalf of the tenderer)*

**Date:** .....

**BLACKLISTING AND EXCLUSION FORM  
DECLARATION CONCERNING EXCLUSION GROUNDS**

I hereby declare that I do not fall under any of the grounds listed under Part VI of LN352/2016.

---

Signature

---

Name of Company