ANNEX NO 1: APPLICATION

2018.\_\_\_.\_\_\_\_\_\_\_

No\_\_\_\_\_\_\_\_\_\_\_\_

**APPLICATION FOR PARTICIPATION IN THE PROCUREMENT  
“Directors and Officers liability insurance”, No RBR 2018/5**

Tenderer [*name of the Tenderer or members of the partnership], reg. No. [registration No of the Tenderer or members of the partnership*], represented by [name, last name and position of the representative of the Tenderer], by submitting this application:

1. Confirms participation in the procurement “Directors and Officers liability insurance” No RBR 2018/5.
2. Offers to deliver services in accordance with the Terms of reference and Technical Specifications for the following price:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| No | Service | | | Quantity | Unit price EUR, excl. VAT | Amount EUR,  excl. VAT |
| 1 | Amount of Premium (100% annual) | | | 1 year |  |  |
| 2 | Any other costs. | | |  |  |  |
| 3 | … | | |  |  |  |
|  |  |  | Total amount of the Proposal EUR (excl. VAT): | | |  |

Total amount of the Proposal EUR (excl. VAT) in words: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Please provide the following information:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| No | Service | Quantity | Unit price EUR, excl. VAT | Amount EUR,  excl. VAT |
| Extended discovery period, in case insurance for the next period will not be carried out or the limit of liability will be reduced. When one of these cases, policy holder is buying additional insurance coverage for the extended discovery period with additional premium: | | | | |
| 1 | 3 years: …% (shall not exceed 100%) of the full annual premium in effect at the expiry of the policy period |  |  |  |

1. Confirms that the Regulation is clear and understandable, that it does not have any objections and complaints and that in the case of granting the right to enter into a Contract it shall fulfil all conditions of the Regulation as well as enter into a procurement Contract in accordance with the draft Contract enclosed with the Regulation.
2. Guarantees that all information and documents provided are true.
3. declares that, for the purposes of qualifying for the procurement, we rely on the capabilities of the following entities:

|  |  |  |
| --- | --- | --- |
| **No** | **Name, registration number and registered address of the entity** | **Capabilities on which the Tenderer relies** |
| 1. |  |  |
| 2. |  |  |
| 3. |  |  |
|  |  |  |

1. declares that during the execution of the Contract we will have sub-contractors as stated below and confirm that the list is complete:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| No | Name of the sub-contractor | Sub-contracted tasks | | |
| **Description of the sub-contracted task** | **Amount, EUR (without VAT)** | **% from the proposed price** |
| **I** | **Total amount of the sub-contracted tasks** | | | |
| **1** |  |  |  |  |
| **2** |  |  |  |  |
| **n+1** |  |  |  |  |
|  |  |  |  |  |
| **Total:** | | |  |  |

1. **We meet the criteria of (*please mark*):**

🞏 a small 🞏 medium 🞏 other

sized enterprise[[1]](#footnote-1) as defined in the Article 2 of the Commission Recommendation of 6 May 2003 concerning the definition of micro, small and medium-sized enterprise;[[2]](#footnote-2)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   
Date: [*date of signing*] Name: [*name of the representative of the Tenderer and position*]

ANNEX NO 2: Information about the Tenderer experience in similar subject-matter service delivery for last 3 (three) years (2015., 2016., 2017.)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No** | **Experience**  (name of delivered services, description of services, time frame and place) | **Capex of service (if disclosable)**  (price and amount of liability) | **Customer**  (name of entity) | **Contacts**  (Name surname, position, phone no and e-mail) |
| 1. |  |  |  |  |
| 2. |  |  |  |  |
| 3. |  |  |  |  |

I certify that the information supplied in this form is accurate and to the best of my knowledge. I understand that at a later stage of this process the Company may ask for evidence as to the claims made by and information provided in this form. I understand that I understand and accept that false information could result in rejection of the application to be selected to take part in the tender process as well as in criminal liability under applicable laws.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Date: [date of signing]*  *Name: [name of the representative of the Tenderer and position]*

1. The information on the size of the Candidate is used solely for statistical purposes and are not in any way whatsoever used in the evaluation of the Candidates and their Requests to participate. [↑](#footnote-ref-1)
2. Available here - <http://eur-lex.europa.eu/legal-content/EN/TXT/?uri=uriserv:OJ.L_.2003.124.01.0036.01.ENG&toc=OJ:L:2003:124:TOC> [↑](#footnote-ref-2)