

**ANNEX 1: ADMINISTRATIVE IDENTIFICATION FORM**

<b>CANDIDATE'S ID</b>	
Name	
Legal form	
Date of registration	
Country of registration	
Registration number	
VAT number	
Address of registered office	
Contact address (if different)	
URL	
<b><u>AUTHORISED REPRESENTATIVE(S)<sup>1</sup></u></b>	
<b><u>CONTACT PERSON</u></b>	
Name	
Forename	
Position	
Telephone	
Fax	
Email	
<b><u>DECLARATION BY THE AUTHORISED REPRESENTATIVE(S):</u></b>	
I, the undersigned, certify that the information given in this tender is correct and that the tender is valid.	

Place and date:

Name (in capital letters) and signature:

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<sup>1</sup> Please include the names of the legal representative(s) whose contract signature is required in accordance with the statutes of the organisation and the official document to be provided under point III.1.3 of the Contract Notice

## **ANNEX 2: LEGAL ENTITY FORM**

**As required in point III.1.3 of the Contract Notice**

Standard Documents may be found at:

[http://ec.europa.eu/budget/execution/legal\\_entities\\_en.htm](http://ec.europa.eu/budget/execution/legal_entities_en.htm)

### **ANNEX 3: BANK IDENTIFICATION FORM**

**As required in point III.1.3 of the Contract Notice**

Standard Documents may be found at:

[http://ec.europa.eu/budget/execution/fiers\\_en.htm](http://ec.europa.eu/budget/execution/fiers_en.htm)

**ANNEX 4: EXCLUSION CRITERIA AND NON CONFLICT OF INTEREST FORM**

**EXCLUSION CRITERIA AND NON CONFLICT OF INTEREST FORM**

Feasibility study on the interconnection  
of south and eastern African research networks to GÉANT

The undersigned: .....

Name of the company/organisation: .....

Legal address: .....

.....

Registration number: .....

VAT Number: .....

Name of the signatory of this form (authorised to represent the candidate vis-à-vis third parties and acting on behalf of the aforementioned company or organisation)

.....

.....

Declares on his honour that the company or organisation that he represents:

- is not bankrupt or being wound up, is not having its affairs administered by the courts, has not entered into an arrangement with creditors, has not suspended business activities, is not the subject of proceedings concerning those matters, and is not in any analogous situation arising from a similar procedure provided for in national legislation or regulations;
- has not been convicted of an offence concerning professional conduct by a judgment which has the force of res judicata;
- has not been guilty of grave professional misconduct proven by any means which the contracting authorities can justify;
- has fulfilled obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which it is established or with those of the country of the contracting authority or those of the country where the contract is to be performed;
- has not been the subject of a judgement which has the force of res judicata for fraud, corruption, involvement in a criminal organisation or any other illegal activity detrimental to the Communities' financial interests;
- is not currently subject to an administrative penalty referred to in Article 96(1) of the Financial Regulation.

**In addition**, the undersigned declares on his honour:

- that on the date of submission of the tender, the company or organisation he represents and the staff proposed for this tender are not subject to a conflict of interests in the context of this invitation to tender; he undertakes to inform the Commission without delay of any change in this situation which might occur after the date of submission of the tender;
- that the information provided to the Commission within the context of this invitation to tender is accurate, truthful and complete.

- By signing this form, the undersigned acknowledges that he is aware of the administrative and financial penalties described under the Contract Notice.

**Full name**

**Date**

**Signature**

.....

**ANNEX 5: POWER OF ATTORNEY**

**MANDATING ONE OF THE PARTNERS IN A JOINT TENDER AS LEAD  
PARTNER AND LEAD CONTRACTOR**

**(to be filled in and signed by each of the partners in a joint tender)**

The undersigned:

– Signatory (Name, Function, Company, Registered address, VAT Number)

.....  
.....  
.....  
.....  
.....

having the legal capacity required to act on behalf of his/her company,

HEREBY AGREES TO THE FOLLOWING:

1) To submit a tender as a partner in the group of partners constituted by

.....  
(name of Company )

.....  
(name of Company )

.....  
(name of Company )

.....  
(name of Company )

.....  
(name of Company )

.....  
(name of Company )

and led by

.....  
(name of Company )

in accordance with the conditions specified in the Contract Notice / the tender specifications and the terms specified in the request to participate / tender to which this power of attorney is attached.

2) If the European Commission awards the Contract to the group of partners constituted by

.....  
(name of Company )

.....  
(name of Company )

.....  
(name of Company )

.....  
(name of Company )

.....  
(name of Company )

.....  
(name of Company )

and led by

.....  
(name of Company )

on the basis of the joint request to participate / joint tender to which this power of attorney is attached, all the partners shall be co-signatories of the Contract in accordance with the following conditions:

- (a) All partners shall be jointly and severally liable towards the European Commission for the performance of the Contract.
- (b) All partners shall comply with the terms and conditions of the Contract and ensure the proper delivery of their respective share of the services and/or supplies subject to the Contract.

1) Payments by the European Commission related to the services and/or supplies subject to the Contract shall be made through the lead partner's bank account:

.....

.....

[Provide details on bank, address, account number].

2) The partners grant to the lead partner all the necessary powers to act on their behalf in the submission of the tender and conclusion of the Contract, including:

- (a) The lead partner shall submit the tender on behalf of the group of partners.
- (b) The lead partner shall sign any contractual documents — including the Contract, and Amendments thereto — and issue any invoices related to the Services on behalf of the group of partners.
- (c) The lead partner shall act as a single contact point with the European Commission in the delivery of the services and/or supplies subject to the Contract. It shall co-ordinate the delivery of the services and/or supplies by the group of partners to the European Commission, and shall see to a proper administration of the Contract.

Any modification to the present power of attorney shall be subject to the European Commission's express approval. This power of attorney shall expire when all the contractual obligations of the group of partners towards the European Commission for the delivery of the services and/or supplies subject to the Contract have ceased to exist. The parties cannot terminate it before that date without the Commission's consent.

Signed in ..... on ..... [dd/mm/yyyy]

Place and date:

Name (in capital letters), function, company and signature:



**ANNEX 6: LETTER OF INTENT FOR SUB-CONTRACTORS AND EXTERNAL EXPERTS**

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of south and eastern African research networks to GÉANT

The undersigned:

.....

Name of the company/organisation:

.....

Address:

.....

**Option 1: Company/Organisation**

Declares hereby that, in case the contract is awarded to

.....

[name of the candidate],

the company/organisation that he/she represents, intends to collaborate in the execution of the tasks subject to this call for tender, in accordance with the contract notice, tender specifications and the request to participate / the tender to which the present form is annexed, and is available to carry out its part of the tasks during the period foreseen for the execution of the contract.

**Option 2: External individual expert**

Declares hereby that, in case the contract is awarded to

.....

[name of the candidate],

he/she intends to collaborate in an individual capacity as an external expert in the execution of the tasks subject to this call for tender, in accordance with the contract notice, tender specifications and the request to participate / the tender to which the present form is annexed, and is available to carry out its part of the tasks during the period foreseen for the execution of the contract.

Place and date:

.....

Name (in capital letters) and signature:

.....