**CFT/EUI/ICTS/2015/004**

**Open Call for Tenders for the supply of Systems Assistance and On-Site Support Services for the Maintenance and Publication of Databases at the European University Institute**

**SUMMARY OF THE TECHNICAL OFFER PROPOSED**

The undersigned \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

born on (date)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_at (place)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Province\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Tax identification code\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

in his/her function as\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

for the Company \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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with administrative offices in\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Hereby submits the following Summary of its TECHNICAL OFFER**

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| --- | --- | --- |
| Procedures and methodology proposed for the provision of services requested | | |
| A1 | General description of the procedures proposed for the provision of services |  |
| A1 | Management and Maintenance of the DB infrastructure |  |
| A1 | Management and Maintenance of the Sharepoint Farm |  |
| A1 | Organization of the Support Team |  |
| Training plan for staff members | | |
| A4 | Description of the proposed Training plan for staff members |  |
| Improvements and/or additional services proposed | | |
| A5 | Description of proposals for improvements and/or additional services |  |

Tenderer is required to fill in the table above: in the spaces provided he must give the page numbers of the sections in the Tenderer’s Technical Report where the specific issue is addressed in depth.

Place and date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Legal Representative \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**A non-authenticated photocopy of the valid ID document of the signatory is enclosed.**