

**EUI/BFA/2015/001**

For the kind attention of:  
**EUROPEAN UNIVERSITY INSTITUTE**  
 the **BUDGET AND FINANCIAL AFFAIRS SERVICE**  
 Via dei Roccettini, 9  
 50014 San Domenico di Fiesole FI

**OBJECT: FINANCIAL OFFER**

**OPEN CALL FOR TENDER TO PROVIDE TRAVEL AGENCY SERVICES TO THE EUROPEAN UNIVERSITY INSTITUTE.**

The undersigned \_\_\_\_\_  
 born on \_\_\_\_\_ in \_\_\_\_\_  
 province \_\_\_\_\_ taxation code \_\_\_\_\_  
 in the role of \_\_\_\_\_  
 for the company \_\_\_\_\_  
 with registered office in \_\_\_\_\_  
 with the administrative headquarters in \_\_\_\_\_

**PRESENT THE FOLLOWING FINANCIAL OFFER FOR THE SERVICE OF OBJECT AND IN RELATION TO THIS, OFFER:**

ECONOMIC OFFER				
Prices are intended as net of VAT owing to the Institute being exempt pursuant to art. 151, para 1 (b) and para 2 of Council Directive 2006/112/EC, as last amended by Council Directive 2009/162/UE.				
	Fee in numbers	Fee proposed for +20% turnover	Fee proposed for +30% turnover	Fee proposed for +40% turnover
<b>FEE AGENCY: FLIGHTS WITH LOW COST COMPANIES</b>	€ _____	€ _____	€ _____	€ _____
<b>FEE AGENCY: FLIGHTS WITH MAJOR COMPANIES</b>	€ _____	€ _____	€ _____	€ _____
<b>FEE AGENCY: HOTELS</b>	€ _____	€ _____	€ _____	€ _____
<b>FEE AGENCY: RESTAURANTS</b>	€ _____	€ _____	€ _____	€ _____
<b>FEE AGENCY: INDIVIDUAL AND COLLECTIVE TRANSPORTS (COACH AND BUS RENTAL, ETC.)</b>	€ _____	€ _____	€ _____	€ _____
<b>FEE AGENCY: RAIL</b>	€ _____	€ _____	€ _____	€ _____

#### FURTHER DECLARE

- that the Letter of Invitation, the Special Technical Specifications and its Annexes, adequately and completely define the object of requirements and consents to the acquisition of all elements necessary for the exact evaluation of these and all related costs, consequent to and necessary for the execution of the service regulations;
- to possess the technical organisation and technical, human and financial resources necessary to provide the service according to all the conditions laid down in the Special Technical Specifications;
- to have taken account in the formulation of the offer, all the obligations associated with the provisions of the required services;
- to be aware of all the circumstances and contractual conditions which may affect both the execution of the service and the determination of the offer and to find, therefore, remunerative the bid submitted;
- that the present offer is irrevocable and binding on the undertaking it represents for up to one hundred and eighty (180) days following the date of expiry of the deadline fixed for the receipt of tenders;
- to have taken note that this offer will not be in any way binding upon the Institute;
- that the formulation of this offer has taken into account any increases in prices that may occur during the execution of the service, renouncing here and now any action or exception in this regard, except as expressly provided in the Special Contract Specifications;
- that there shall be an undertaking to respect and to ensure all employees and associates respect the obligation of confidentiality regarding all information, data, documentation and news related to the Institute that is not intended for public distribution and to put in place, to this end, all the necessary preventive measures to avoid the diffusion and utilisation of confidential information.

Place and Date

Signature of the Legal Representative

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Hereto attached to this present declaration is a non-authenticated photocopy of a valid identification document of the signatory.