

OP/EUI/AS/2016/001

For the attention of:
EUROPEAN UNIVERSITY INSTITUTE
the **ACADEMIC SERVICE**
Via dei Roccettini, 9
50014 San Domenico di Fiesole FI

OBJECT: DECLARATION IN LIEU

**OPEN CALL FOR TENDER TO PROVIDE COLLECTIVE HEALTH AND ACCIDENT INSURANCE SERVICES TO MEMBERS OF THE
EUI COMMUNITY**

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

PRESENT THE OFFER FOR THE TENDER OF OBJECT

Upon their own responsibility, being aware that any false statements will result in the exclusion from the tender:

DECLARE

(complete by ticking the pertinent box and where requested, fill out the declarations in capital letters)

(cross one of the two following and alternative declarations)

- 1) that the company is a recognised legal entity and is duly enrolled in the professional/commercial register established by (please present a certificate):

Body: _____

Place/Country _____

registration number _____ date of registration _____

name _____

fiscal code _____ taxation code _____

Existing legal form _____

Based in _____
 Street _____ n. _____ C.A.P. _____
 constituted by deed dated _____ duration of the company _____

or

that has no obligation to register (*in this case, attach to the declaration a copy of the constitutive deed and statute*);

2) that the individuals assigned as administrators and/or directors are the following¹
(expand the table if necessary):

Name and Surname				
Born in		Province		on
Fiscal Code				
Role				

Name and Surname				
Born in		Province		on
Fiscal Code				
Role				

(tick one of the two following and alternative declarations)

3) that no person has been terminated from the corporate positions listed in the above point 2 for the grounds of exclusion (article 14 Tend. Specs) in the year prior to the date of publication of the notice;

or

that the persons who resigned their corporate position listed in the above point 2 in the year preceding the date of publication of the contract notice are *(expand the table if necessary)*:

Name	
Surname	
Role	
Date of role cessation	

Name	
Surname	
Role	
Date of role cessation	

¹ Specify all current **technical directors, shareholders** (*only for collectives*), **owners** (*only for individual companies*), **administrators with powers of representation, limited partners** (*only for limited partnerships*), **sole individual shareholder** or **majority shareholder** (*only in case of a corporation with less than four members*) and all those who, beyond their formal qualifications and due to the powers essentially conferred to them, **manage business affairs** and are able to affect through their work, the reliability of the company as a whole (*e.g., managers, attorneys, etc.*).

- 4) To not incur any prohibitions as outlined in Article 14 Tend. Specs.
- 5) That no conditions exist which may cause an obstacle for participation in public tenders or situations of incapacity to contract with the PA
- 6) that the company complies with all legal, social, labour and safety provisions applicable to it in its country of fiscal residence.
- 7) To have a number of employees equal to _____.
- 8) To accept, without any conditions or reservations, all the norms and indications set out in the Letter of Invitation, in the Tender Specifications and its attachments.
- 9) To have knowledge of all general, particular and local circumstances, without exception, and of every other element that may directly or indirectly have an effect on the execution of service or on the determination of the offer, which is therefore, declared profitable, with the commitment to maintain it valid and binding for one hundred and eighty (180) days (6 months) from the date of the submission deadline.

Requirements of technical capacity

- 10) To have carried out the following services (list only the principal ones), similar to those put forth for tender, in the last 3 financial years (as requested in Article 15 of the Tend. Specs).

YEAR	CUSTOMER	SERVICE	SUM	START DATE	END DATE	CONTACT PERSON
2013						
2014						
2015						

Prerequisites for financial-economic capacity

- 11) To have realised, in the last 3 closed financial years, an annual turnover of the company not less than the minimum outlined in article 15 of Tend. Specs (please present balance sheets including the profit and loss accounts):

YEAR	TOTAL ANNUAL TURNOVER (Euro)
Total	

- 12) to have no personal, commercial or financial interest, existing now or in the past five years that could give rise to a conflict of interest;

- 13)** to immediately inform the European University Institute should the abovementioned circumstances change at any stage during the tender procedure or during the execution of the contract;

- 14)** to fully recognise and accept that any inaccurate or incomplete information deliberately provided in such a procedure may result in exclusion from this or other tenders financed by the European University Institute;

- 15)** to authorise the European University Institute to use the following contact details for any communication related to the tender (clarifications, request for supplements, notification of award and conclusion of contract, etc.):

Contact person _____

Tel: _____ Fax: _____

Email: _____

Place and Date _____

Signature of the Legal Representative _____

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