

**Tenderers are requested to fill in this Checklist before submitting their request to participate in the Open Procedure:**

1.	The request to participate in the tender is being submitted WITHIN the DEADLINE of the date and hour given in the Article 3 "Submission of tenders" of the Invitation Letter.	<input type="checkbox"/>
2.	The Tenderer is sending a package (sealed with adhesive tape and signed across the tape) containing 3 (three) envelopes, in compliance with the instructions in the Article 3 – "Submission of tenders" of the Invitation Letter. (Envelopes 1-2-3).	<input type="checkbox"/>
<b>3. Envelope no. 1 – Administrative documents</b> - sealed (including with adhesive tape) and initialled across the seals:		
1 original + 1 paper copy (clearly distinguishable from the original), and a digital copy of the following documents:		<input type="checkbox"/>
a)	Checklist, duly filled in and signed (Annex II-A).	<input type="checkbox"/>
b)	Declaration on honour concerning the legal status of the Company, duly filled in and signed (Annex II-B), and including all the qualifications, documents and certificates necessary to prove that the Company is in possession of all requirements as stated in Articles 22 and 23 of the STS.	<input type="checkbox"/>
c)	Copy of the Invitation to Tender letter, of the Special Tender Specifications and of the Draft Framework Contract, with no additions, amendments or changes, initialled on every page and bearing on the last page the Tenderer's stamp and the full and legible signature of its owner or Legal Representative.	<input type="checkbox"/>
d)	Antimafia self-certification or equivalent certification.	<input type="checkbox"/>
<b>4. Envelope no. 2 – Technical Offer</b> – sealed (including with adhesive tape) and initialled across the seals:		
1 original + 1 paper copy (clearly distinguishable from the original), and a digital copy of the Technical Offer filled in according to the description in TITLE II (Articles 8-16) of the STS and in Invitation to Tender letter using the form in Annex II-C and Annex II-H for each member of the team.		<input type="checkbox"/>
<i>The original of the Technical Offer shall be signed by the Company's Legal Representative.</i>		<input type="checkbox"/>
<b>5. Envelope no. 3 – Economic Offer</b> – sealed (including with adhesive tape) and initialled across the seals:		
1 original + 1 paper copy (clearly distinguishable from the original), and a digital copy of the Economic Offer, filled in according to the instructions given in the Article 3 – "Submission of tenders" of the Invitation Letter, using the form in Annex II-D.		<input type="checkbox"/>
<i>The original of the Economic Offer shall be signed by the Company's Legal Representative.</i>		<input type="checkbox"/>
<b>6. Envelope no. 4 – Further documentation</b> – sealed (including with adhesive tape) and initialled across the seals:		
Any other document and technical description, providing additional information in support of the Company's Offer, that was not specifically mentioned as being part of the content of the other envelopes (e.g., brochures, illustrated prospectuses, etc.).		<input type="checkbox"/>

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

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

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