

CFT/EUI/REFS/2013/003

For the kind attention of:
EUROPEAN UNIVERSITY INSTITUTE the
REAL ESTATE AND FACILITIES SERVICE
Via dei Roccettini, 9
50014 San Domenico di Fiesole FI

OBJECT: TECHNICAL OFFER

OPEN CALL FOR TENDER FOR MAINTENANCE SERVICES AND BUILDING WORKS, CIVIL ENGINEERING, INFRASTRUCTURE AND MECHANICS CONCERNING THE CONSTRUCTION, RENOVATION AND MAINTENANCE OF BUILDINGS INCLUDING CIVIL, INDUSTRIAL AND RELATED INFRASTRUCTURE OF THE EUROPEAN UNIVERSITY INSTITUTE AND THE HISTORICAL ARCHIVES OF THE EUROPEAN UNION.

LOT B – Building works, civil engineering, infrastructure and mechanics concerning the construction, renovation and maintenance of buildings including civil, industrial and related infrastructure

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

PRESENT THE FOLLOWING TECNICAL OFFER/SERVICE PROJECT*:

CRITERION B1 – ORGANISATIONAL SERVICE SYSTEM		
B1.1	Service organisation – assignment process	
B1.2	Service organisation – organisational and logistical structure	
B1.3	Absence management	
B1.4	Emergency management	
CRITERION B2 – PERSONNEL (6.B.V)		
Training and retraining of personnel.		
CRITERION B3 – TECHNICAL-OPERATIVE METHODOLOGY		
B3.1	Management of an assignment of significant value (€300,000.00).	
B3.2	Managing multiple orders of less significant values, taken into charge at the same time (e.g. 10 commissions of €25,000.00 each).	
CRITERION B4 – SELF-CHECK AND ACCOUNTABILITY OF SERVICE QUALITY		
Description of self-check methodology proposed to ensure compliance with the required standards.		
CRITERION B5 – REDUCTION OF ENVIRONMENTAL IMPACT		
Description of methods for reducing environmental impact of supplied activities; highlight use of all certified machinery, instruments, products, materials and all other consumables required for service provision.		
CRITERION B6 – PROPOSED SERVICE IMPROVEMENTS AND/OR ADDITIONS		
Presentation of any additional services and/or service improvements, defining methods to ensure compliance.		

* Expand the document as needed in order to submit a detailed technical proposal. It is possible to attach documents that develop points of interest, taking care to indicate specific references in the table.

Eventually

What's more declare: **develop**

Also attach to this technical offer: **develop**

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.