

Procurement procedure: EMSA/NEG/8/2022

Questions and Answers

Number	Question	Date and time	Reply
1	<p>While filling in the financial identification form, a doubt has arisen.</p> <p>The bank account of our company is a business account and therefore it is under the name of the company.</p> <p>(...) the owner and director (...) is the only physical person allowed to sign documentation on behalf of the company.</p> <p>In the Account Holder field, should his full legal name be specified (taking into account that he is the one signing the document) or should it be the name of the company?</p>	28/11/2022 10:48 GMT	<p>The data in the Form should match the information in the bank account.</p> <p>The Account Holder field may refer to the name of the company or the person responsible for the account, as long as it is supported by the relevant documentary evidence.</p> <p>As referred in the form:</p> <p><i>“The account name is usually the one of the account holder. However, the account holder may have chosen to give a different name to its bank account.”</i></p> <p>For supporting evidence related to the data in the form, <i>“It is preferable to attach a copy of RECENT bank statement. Please note that the bank statement has to confirm all the information listed above under ‘ACCOUNT NAME’, ‘ACCOUNT NUMBER/IBAN’ and ‘BANK NAME’. With an attached statement, the stamp of the bank and the signature of the bank’s representative are not required. The signature of the account-holder and the date are ALWAYS mandatory.</i></p> <p>In case the account name/ holder is a company, the signature field shall be signed by the legal representative of that company and both name of company and of legal representative shall be filled therein.</p>

Requests for additional information regarding this procurement procedure shall be sent by e-mail to the following address neg82022@emsa.europa.eu.

Requests for additional information received less than six working days before the closing date for submission of tenders may not be processed.

The deadline for submission of the tenders is 09/01/2023.

The responsibility for monitoring the Agency's website for replies to queries and/or further information remains with potential tenderers.