

Tenderer's Checklist

Procurement procedure: EMSA/NEG/12/2023

Title: Purchase, maintenance and repair of parasols

In order to submit an offer in this Procurement Procedure the tenderer has to complete and submit all documents listed below:

Document	Check
Tenderer's offer	
Signed cover letter	
Legal entity form	
Financial identification	
Declaration of Honour (DoH)	
Statement of subcontracting / Joint offer <i>(if applicable)</i>	
Duly completed Authorised Signatory Form (Appendix I to the Tender Specifications)	
Evidence on Selection Criteria <i>(economic and financial capacity; technical and professional capacity)</i> <ul style="list-style-type: none">- Self-declaration that the tenderer is not subject to restrictive measures (e.g., asset freezes and/or a prohibition on making funds or economic resources available) substantially affecting the performance of the contract.- List of at least three clients to which similar goods, as requested in this call for tenders, were provided in the past five years.	

The Tenderer's Checklist and above-mentioned documents shall be duly signed by the authorised representative.

The documents shall be scanned and submitted by e-mail to the following address: **neg122023@emsa.europa.eu**. The time limit for receipt of the tender is on 05/09/2023 at 16:00 hrs Lisbon time. Please note that an original hard copy of the offer, including all accompanying documentation related to supporting the Declaration of Honour (DoH), may be requested from the company to whom the contract is awarded.

Date:

Signature:

Name, title: