**Instand-NGS4P**

**Integrated and Standardized NGS Workflows for Personalised Therapy**

# GENERAL SUBMISSION FORM for Phase 3

**TENDER IDENTIFIER:** *please complete*

**LOT NO.:** *please complete*

**IMPORTANT NOTICE**

* Please complete a separate form for each Lot
* In the case of a tender submitted by a Single Tenderer please fill in section 1.
* In the case of a tender submitted by a Consortium please fill in section 2.
* Delete the unused sections!

**1. SINGLE TENDERER**

Note: List the subcontractors who will be engaged to perform part of the services, and indicate the % of their activities with regards to the total budget. You can copy the tables when needed or delete unused tables.

|  |  |
| --- | --- |
| **Single tenderer** | |
| Name of legal entity |  |
| VAT number |  |
| Contact person |  |
| E-mail |  |
| Nationality |  |

|  |  |
| --- | --- |
| **Subcontractor 1** | |
| Name of legal entity |  |
| Project activities subcontracted (%) |  |
| VAT number |  |
| Contact person |  |
| E-mail |  |
| Nationality |  |

|  |  |
| --- | --- |
| **Subcontractor 2** | |
| Name of legal entity |  |
| Project activities subcontracted (%) |  |
| VAT number |  |
| Contact person |  |
| E-mail |  |
| Nationality |  |

**2. CONSORTIUM**

List the Members of the Consortium and possible Subcontractors. Indicate the Members and Subcontractors (if applicable) who will be engaged to perform part of the services, and indicate the % of their activities. You can multiply the tables as needed and/or delete unused ones.

|  |  |
| --- | --- |
| **Consortium member 1 and Lead Tenderer** | |
| Name of legal entity |  |
| Project activities performed (%) |  |
| VAT number |  |
| Contact person |  |
| E-mail |  |
| Nationality |  |

|  |  |
| --- | --- |
| **Consortium member 2** | |
| Name of legal entity |  |
| Project activities performed (%) |  |
| VAT number |  |
| Contact person |  |
| E-mail |  |
| Nationality |  |

**2.1 SUBCONTRACTORS**

**Delete unused tables**

|  |  |
| --- | --- |
| **Subcontractor 1** | |
| Consortium member responsible for the subcontract |  |
| Name of legal entity |  |
| Project activities subcontracted (%) |  |
| VAT number |  |
| Contact person |  |
| E-mail |  |
| Nationality |  |

|  |  |
| --- | --- |
| **Subcontractor 2** | |
| Consortium member responsible for the subcontract |  |
| Name of legal entity |  |
| Project activities subcontracted (%) |  |
| VAT number |  |
| Contact person |  |
| E-mail |  |
| Nationality |  |

**3. STATEMENT**

**Statement A for single tenderer**

**Statement B for a consortium**

**Statement A**

I, the undersigned, being the authorised signatory of the Single Tenderer hereby declare that I have examined and I accept without reserve or restriction the entire contents of the PCP Tender Documents for the tender procedure in the framework of the Instand-NGS4P project and of the tender submitted in its entirety.

I guarantee that the subcontractor(s) identified to perform parts of the services meet the relevant criteria as established in the Tender Documents.

I am fully aware that the subcontractor(s) cannot be replaced, nor can subcontractors be added, without the prior written authorisation of the Lead Procurer of Instand-NGS4P PCP.

I am fully aware that any dispute arising out of, or in connection with, the tender procedure shall be brought before the Federal Civil Court in Graz as set out in the Request for Tender Chapter 5.7.

|  |  |
| --- | --- |
| Lead tenderer – Org. Name |  |
| Name Authorised Signatory |  |
| Position |  |
| Signature and Stamp if available |  |
| Place, Date |  |
| Stamp, if available |  |

**Statement B**

I, the undersigned, being the authorised signatory of the Lead Tenderer, hereby declare that I have examined and I accept without reserve or restriction the entire contents of the PCP Tender Documents for the tender procedure in the framework of the Instand-NGS4P Tender Documents and of the tender submitted in its entirety.

I guarantee that all Consortium members and the subcontractor(s) identified to perform parts of the services meet the relevant criteria as established in the Tender Documents.

I am fully aware that the composition of the Consortium cannot be altered and that the subcontractor(s) cannot be replaced, nor can subcontractors be added, without the prior written authorisation of the Lead Procurer.

I am fully aware that the Consortium members are jointly and severally liable to the Lead Procurer for the execution of the Contracts.

I am fully aware that any dispute arising out of, or in connection with, the tender procedure shall be brought before the District Court of GRAZ as set out in the Request for Tender.

|  |  |
| --- | --- |
| Name of Lead tenderer |  |
| Name Authorised Signatory |  |
| Position |  |
| Signature and Stamp if available |  |
| Place, Date |  |

**5. SUBCONTRACTOR DECLARATION**

**NOTE:**

* Declaration to be submitted by each of the Subcontractors engaged in this Tender. Only to be completed in case of the existence of Subcontractors
* If not applicable, delete this section. Otherwise MULTIPLY THIS PAGE BY THE NUMBER OF SUBCONTRACTORS.

I, the undersigned (*insert name of the signatory of this form), (position)* of (*full name of the entity to be subcontracted/person to be subcontracted),* with a registered office at (*full address)* and VAT number *(official VAT number)* declare that:

* I am fully aware of the Tender Documents for the tender procedure in the framework of the Instand-NGS4P project and of the tender submitted by *full name of the Lead Tenderer*, in its entirety.
* I possess the necessary resources (human, financial, technical) with no time restrictions to fulfil its obligations arising from my responsibilities within the awarded contracts.

|  |  |
| --- | --- |
| Consortium member responsible for the subcontract | Partner No.) and Name |
| **Subcontractor** | **Insert subcontractor No.) and Name of the entity** |
| Name Authorised Signatory |  |
| Position |  |
| Signature and Stamp, if available |  |
| Place, Date |  |