**BIDDING DOCUMENTATION LIST**

**Procurement number:** **07/2022**

**SUBJECT MATTER OF PROCUREMENT:** Procurement of office coffee machines

* + - 1. **Bidder (bussiness name) and its registered office**

|  |  |
| --- | --- |
| **The Bidder:** |  |
| **Address:** |  |
| **VAT:** |  |
| **IBAN:** |  |
| **SWIFT:** |  |
| **The Bidder is registered in the VAT system(circle the answer):** | YES NO |
| **The postal address for the mail delivery:** |  |
| **E-mail Address:** |  |
| **Contact Person of the Bidder, telephone, facsimille, e-mail:** |  |

* + - 1. **Bid Price \***

|  |  |
| --- | --- |
| **Bid Price in the EU,****VAT exclusive:** |  |
| **VAT in the EU:** |  |
| **The Bid Price in the EU,****VAT inclusive:** |  |

**3. Bid Validity Term**

|  |  |
| --- | --- |
| **The Bid Validity Period starting with the final term for submiting bids** |  |

**\*** if the Bidderis not registered in the VAT system an amount to insert is the amount already stated in the space, designated for the bid price VAT exclusive, and the space designated for VAT charge shall be left empty..

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_,\_\_.2022. ON BEHALF OF THE BIDDER:

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (name, surname and signature of the person authorised to represent the business operator )

Bidding Documentation List; ANNEX1 – THE BIDDERS COMMUNITY DATA *(applicable only for the bidders community)*

**1. Business name (company) and registered office of the bidder community**

|  |  |
| --- | --- |
| **1) The Bidders Community Member:** |   |
| **Address:**  |   |
| **VAT:**  |   |
| **IBAN:**  |   |
| **SWIFT:** |  |
| **The Bidder is registered in the VAT system (circle the answer):**  | YES NO |
| **E-mail address:** |  |
| **Contact person of the Bidding Community Member, telephone, facsimile, e-mail:** |   |
| **Part of the contractual transaction executed by the Bidding Community Member shall be(VAT exclusive value and percentage):**  |   |

ON BEHALF OF THE BIDDING COMMUNITY MEMBER:

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (name, surname and signature of the person authorised to represent the business operator)

Bidding Documentation List; ANNEX 2 – SUB-BIDDERS DATA

*(only if the part of Contract is allocated to the sub-bidders)*

1. **Business name (company) and the registered adress of the sub-bidder**

|  |  |
| --- | --- |
| 1. **Sub-bidder:**
 |  |
| **Address:** |  |
| **PIN/OIB:** |  |
| **IBAN:** |  |
| **Sub-bidder is registered in the VAT system (encircle the answer):** | DA NE |
| **E-mail address:** |  |
| **Contact person of the sub-contractor, telephone, facsimile, e-mail** |  |
| **Part of the contractual transaction executed by the Community (VAT exclusive value and percebtafe ):** |  |

 ON BEHALF OF THE SUB-BIDDER:

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (name, surname and signature of the person authorised to represent the business operator)