Tenderer‘s Checklist

EMSA/OP/15/2015

Acquisition channel of All-purpose, Lightweight and 2-in-1 laptops and their associated equipment and extended warranty

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 (LEF) |  |
| Financial Identification (BAF) |  |
| Declaration on Honour |  |
| Statement of Subcontracting/Joint Offer *(if applicable)* |  |
| Technical Compliance Matrix (Appendix II) |  |
| Price Matrix (Appendix III) |  |

The Tenderer’s Checklist and above mentioned documents should be duly signed by the authorised representative.

Date:

Signature:

Name, title: