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## CONTRACT NOTICE

- Works   
 Supplies   
 Services

Reserved for the Publication Office
Date of receipt of the notice _____
Identifier _____

**Is this contract covered by the Government Procurement Agreement (GPA)?** NO  YES

### SECTION I: CONTRACTING AUTHORITY

#### I.1) OFFICIAL NAME AND ADDRESS OF THE CONTRACTING AUTHORITY

Organisation	For the attention of
Address	Postal code
Town	Country
Telephone	Fax
Electronic mail (e-mail)	Internet address (URL)

#### I.2) ADDRESS FROM WHICH FURTHER INFORMATION CAN BE OBTAINED

As in I.1  *If different, see Annex A*

#### I.3) ADDRESS FROM WHICH DOCUMENTATION MAY BE OBTAINED

As in I.1  *If different, see Annex A*

#### I.4) ADDRESS TO WHICH TENDERS/REQUESTS TO PARTICIPATE MUST BE SENT

As in I.1  *If different, see Annex A*

#### I.5) TYPE OF CONTRACTING AUTHORITY\*

- Central level       EU institution       Other   
 Regional/local level       Body governed by public law

\* Field not indispensable for publication

**SECTION II: OBJECT OF THE CONTRACT**

**II.1) DESCRIPTION**

**II.1.1) Type of works contract** *(in case of works contract)*

Execution       Design and execution       Execution, by whatever means of work,   
corresponding to the requirements  
specified by the contracting authority

**II.1.2) Type of supplies contract** *(in case of supplies contract)*

Purchase       Rent       Lease       Hirepurchase       A combination of these

**II.1.3) Type of service contract** *(in case of service contract)*

Service category

**II.1.4) Is it a framework agreement? \***      NO       YES

**II.1.5) Title attributed to the contract by the contracting authority \***

\_\_\_\_\_

**II.1.6) Description/object of the contract** *(use continuation sheet if necessary)*

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

**II.1.7) Site or location of works, place of delivery or performance**

\_\_\_\_\_

NUTS code \* \_\_\_\_\_

**II.1.8) Nomenclature**

**II.1.8.1) Common Procurement Vocabulary (CPV) \***

	Main vocabulary	Supplementary vocabulary <i>(when applicable)</i>		
Main object	<input type="checkbox"/> <input type="checkbox"/> . <input type="checkbox"/> <input type="checkbox"/> . <input type="checkbox"/> <input type="checkbox"/> . <input type="checkbox"/> <input type="checkbox"/> - <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> - <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> - <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> - <input type="checkbox"/>
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**II.1.8.2) Other relevant nomenclature (CPA/NACE/CPC)** \_\_\_\_\_

\* Field not indispensable for publication

**II.1.9) Division into lots** *(for details about lots use Annex B as many times as needed)*

NO  YES

Tenders may be submitted for: one lot  several lots  all lots

**II.1.10) Will variants be accepted** *(where applicable)*

NO  YES

**II.2) QUANTITY OR SCOPE OF THE CONTRACT**

**II.2.1) Total quantity or scope** *(including all lots and options, if applicable)*

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**II.2.2) Options** *(if applicable). Description and time when they may be exercised (if possible)*

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**II.3) DURATION OF THE CONTRACT OR TIME LIMIT FOR COMPLETION**

*Either:* Period in month/s  and/or days  *(from the award of the contract)*

*Or:* Starting // and/or ending / *(dd/mm/yyyy)*

**SECTION III: LEGAL, ECONOMIC, FINANCIAL AND TECHNICAL INFORMATION**

**III.1) CONDITIONS RELATING TO THE CONTRACT**

**III.1.1) Deposits and guarantees required** *(if applicable)*

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**III.1.2) Main terms of financing and payment and/or reference to the relevant provisions** *(if applicable)*

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**III.1.3) Legal form to be taken by the grouping of suppliers, contractors or service providers to whom the contract is awarded** *(if applicable)*

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**III.2) CONDITIONS FOR PARTICIPATION**

**III.2.1) Information concerning the personal situation of the contractor, supplier or service provider and information and formalities necessary for the evaluation of the minimum economic, financial and technical capacity required**

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**III.2.1.1) Legal position – means of proof required**

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**III.2.1.2) Economic and financial capacity – means of proof required**

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**III.2.1.3) Technical capacity – means of proof required**

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**III.3) CONDITIONS SPECIFIC TO SERVICES CONTRACTS**

**III.3.1) Is provision of the service reserved to a specific profession?**

NO  YES

*If yes, reference of the relevant law, regulation or administrative provision*

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**III.3.2) Will legal entities be required to state the names and professional qualifications of the personnel responsible for execution of the contract?**

NO  YES

**SECTION IV: PROCEDURE**

**IV.1) TYPE OF PROCEDURE**

Open  Accelerated restricted   
Restricted  Accelerated negotiated   
Negotiated

**IV.1.1) Have candidates already been selected? (for negotiated procedure only and if applicable)**

NO  YES  *If yes, provide details under Other information (section VI)*

**IV.1.2) Justification for the choice of accelerated procedure (if applicable)**

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**IV.1.3) Previous publication concerning the same contract (if applicable)**

**IV.1.3.1) Prior information notice concerning the same contract (if applicable)**

Notice number in /S - of // (dd/mm/yyyy)  
OJ content list

\* Field not indispensable for publication

**IV.1.3.2) Other previous publications**

Notice number in OJ content list /S  of // (dd/mm/yyyy)

**IV.1.4) Envisaged number of suppliers which will be invited to tender (when applicable)**

Number  or: minimum  / maximum

**IV.2) AWARD CRITERIA**

(A) Lowest price

or

(B) The most economically advantageous tender in terms of:

B1) criteria as stated below (in descending order of priority where possible)

1 _____	4 _____	7 _____
2 _____	5 _____	8 _____
3 _____	6 _____	9 _____

In descending order of priority: NO  YES

or:

B2) criteria as stated in contract documents

**IV.3) ADMINISTRATIVE INFORMATION**

**IV.3.1) Reference number attributed to the file by the contracting authority \*** \_\_\_\_\_

**IV.3.2) Conditions for obtaining contract document and additional documents**

Obtainable until // (dd/mm/yyyy)

Price (where applicable) \_\_\_\_\_ Currency \_\_\_\_\_

Terms and method of payment \_\_\_\_\_

**IV.3.3) Timelimit for receipt of tenders or requests to participate (depending whether it is an open, restricted or negotiated procedure)**

// (dd/mm/yyyy) or  days from dispatch of notice

Time (when applicable): \_\_\_\_\_

**IV.3.4) Dispatch of invitations to tender to selected candidates (In restricted and negotiated procedure)**

Estimated date: // (dd/mm/yyyy)

\* Field not indispensable for publication

**IV.3.5) Language or languages in which tenders or requests to participate can be drawn up**

ES   DA   DE   EL   EN   FR   IT   NL   PT   FI   SV   Other (s) – third country  
                                 \_\_\_\_\_

**IV.3.6) Minimum time frame during which the tenderer must maintain its tender (in case of an open procedure)**

Until / /  (dd/mm/yyyy) or  months and/or  days from the deadline stated for receipt of tenders

**IV.3.7) Conditions for opening tenders**

**IV 3.7.1) Persons authorised to be present at the opening of tenders (where applicable)**

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

**IV.3.7.2) Date, time and place**

Date / /  (dd/mm/yyyy)      Time: \_\_\_\_\_  
Place \_\_\_\_\_

**SECTION VI: OTHER INFORMATION**

**VI.1) IS THIS NOTICE A NON-MANDATORY ONE?**

NO       YES

**VI.2) IF APPLICABLE, INDICATE WHETHER THIS PROCUREMENT IS A RECURRENT ONE AND THE ESTIMATED TIMING FOR FURTHER NOTICES TO BE PUBLISHED**

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

**VI.3) DOES THE CONTRACT RELATE TO A PROJECT/PROGRAMME FINANCED BY EU FUNDS?\***

NO       YES

If yes, indicate the project/programme and any useful reference \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**VI.4) ADDITIONAL INFORMATION (if applicable)**

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

**VI.5) DATE OF DISPATCH OF THIS NOTICE** / /  (dd/mm/yyyy)

\* Field not indispensable for publication

## ANNEX A

### 1.2) ADDRESS FROM WHICH FURTHER INFORMATION CAN BE OBTAINED

Organisation	For the attention of
Address	Postal code
Town	Country
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Electronic mail (e-mail)	Internet address (URL)

### 1.3) ADDRESS FROM WHICH DOCUMENTATION MAY BE OBTAINED

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### 1.4) ADDRESS TO WHICH TENDERS/REQUESTS TO PARTICIPATE MUST BE SENT

Organisation	For the attention of
Address	Postal code
Town	Country
Telephone	Fax
Electronic mail (e-mail)	Internet address (URL)

**ANNEX B: INFORMATION ABOUT LOTS**

LOT No

**1) Nomenclature**

**1.1) Common Procurement Vocabulary (CPV) \***

	Main vocabulary	Supplementary vocabulary <i>(when applicable)</i>		
Main object	<input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/> - <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/>
Additional objects	<input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/> - <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/>
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**1.2) Other relevant nomenclature (CPA/NACE/CPC)** \_\_\_\_\_

**2) Short description** \_\_\_\_\_

**3) Scope or quantity** \_\_\_\_\_

**4) Indication about different starting/delivery date *(if applicable)***

Starting   /   /     (dd/mm/yyyy) / delivery   /   /     (dd/mm/yyyy)

LOT No

**1) Nomenclature**

**1.1) Common Procurement Vocabulary (CPV) \***

	Main vocabulary	Supplementary vocabulary <i>(when applicable)</i>		
Main object	<input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/> - <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/>
Additional objects	<input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/> - <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/>
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**1.2) Other relevant nomenclature (CPA/NACE/CPC)** \_\_\_\_\_

\* Field not indispensable for publication



**2) Short description** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**3) Scope or quantity** \_\_\_\_\_  
\_\_\_\_\_

**4) Indication about different starting/delivery date (if applicable)**

Starting / (dd/mm/yyyy) / delivery / (dd/mm/yyyy)

..... (Use present annex as many times as necessary) .....