Procure 4Health

RESPONSE
to CALL for TWINNINGS

TD1 - Administrative Section

Funded by
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GA n° 101057209

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INSTRUCTION

Download form, fill in and save.

Upload the completed form together with the full proposal documentation.

For the purposes of submission a signature is not required, however one will be required upon contracting of a successful proposal after evaluations.

1 Identification of the twinning tenderer

LEAD PARTNER:

OTHER PARTNER(S):

The twinning contractor(s) and the parties thereof must submit a completed legal entity form. Please use the form provided on the next page or those by the European Commission at https://commission.europa.eu/publications/legal-entities_en.

THIS "LEGAL ENTITY" SHEET MUST BE COMPLETED AND SIGNED, AND SUBMITTED TOGETHER WITH A LEGIBLE PHOTOCOPY OF THE IDENTITY DOCUMENT

LEGAL ENTITY

PRIVACY STATEMENT https://ec.europa.eu/info/sites/info/files/about_the_european_commission/eu_budget/privacy_statement_en.pdf

By submitting this form, you acknowledge that you have been informed about the processing of your personal data by the European Commission for accounting and contractual purposes.

Please use CAPITAL LETTERS and LATIN CHARACTERS when filling in the form.

NATURAL PERSON

I. PERSONAL DATA

FAMILY NAME(S) ①

FIRST NAME(S) ①

DATE OF BIRTH DD MM YYYY

PLACE OF BIRTH (CITY, VILLAGE) COUNTRY OF BIRTH

TYPE OF IDENTITY DOCUMENT

IDENTITY CARD ☐ PASSPORT ☐ DRIVING LICENCE ② ☐ OTHER ③ ☐

ISSUING COUNTRY

IDENTITY DOCUMENT NUMBER

PERSONAL IDENTIFICATION NUMBER ④

PERMANENT PRIVATE ADDRESS

POSTCODE P.O. BOX CITY

REGION ⑤ COUNTRY

PRIVATE PHONE

PRIVATE E-MAIL

II. BUSINESS DATA

If YES, please provide business data and attach copies of official supporting documents

Do you run your own business without a separate legal personality (e.g. sole traders, self-employed etc.) and you provide as such services to the Commission, other Institutions, Agencies and EU-Bodies?

YES ☐ NO ☐

BUSINESS NAME (if applicable)

VAT NUMBER

REGISTRATION NUMBER

PLACE OF REGISTRATION: CITY

COUNTRY

DATE

SIGNATURE

① As indicated on the official document.

② Accepted only for Great Britain, Ireland, Denmark, Sweden, Finland, Norway, Iceland, Canada, United States and Australia.

③ Failing other identity documents: residence permit or diplomatic passport.

④ See table with corresponding denominations by country.

⑤ To be completed with Region, State or Province by non EU countries only, excluding EFTA and candidate countries.

TABLE WITH CORRESPONDING FIELD DENOMINATION BY COUNTRY

ISO CODE	PERSONAL IDENTIFICATION NUMBER
AT	N/A
BE	N° d'identification du Registre national / Identificatienummer van het Rijksregister
BG	ЕГН- Единен граждански номер (ЕГН) Edinen grazhdanski nomer
CY	N/A
CZ	Rodné číslo (RČ)
DE	N/A
DK	Personnummer (Da. CPR, Det Centrale Personregister)
EE	Isikukood (IK)
ES	Documento Nacional de Identidad (DNI)/Numero de identificacion fiscal(NIF)/Id.N°
FI	Finnish: Henkilötunnus (HETU), Swedish: Personbeteckning
FR	N/A
GR	N/A
HR	Osobni identifikacijski broj (OIB)
HU	N/A
IE	N/A
IT	Codice fiscale
LT	Asmens kodas
LU	N/A
LV	Personas kods
MT	Identify card number
NL	Burgerservicenummer (BSN)
PL	Powszechny Elektroniczny System Ewidencji Ludności (PESEL)
PT	N° identificação civil
RO	Cod Numeric Personal (CNP)
SE	Personnummer
SI	Enotna matična številka občana (EMŠO)
SK	Rodné číslo (RČ)

2 Declaration of Honour on exclusion criteria

Please fill in the following declaration for the twinning contractor.

The undersigned , representing:

(only for natural persons) **himself or herself:**	***(only for legal persons)*** **the following legal person:**	
ID or passport number:	Full official name:	
	Official legal form:	
	Statutory registration number:	
	Full official address:	
	VAT registration number:	
('the person')	('the person')	

2.1 Exclusion grounds relating to a conflict of interest

(1)	declares that a natural person who is a member of the administrative, management or supervisory body of the above-mentioned legal person, or who has powers of representation, decision or control in relation to the above-mentioned legal person (this covers company directors, members of management or supervisory bodies, and cases where one natural person holds a majority of shares):	Yes	No
	is involved in any current or potential conflict of interest, as indicated in the Call for Tender, due to its participation in the procurement procedure or for other reasons.	☐	☐

2.2 Situation of exclusion concerning the person

(2)	declares that the above-mentioned person is in one of the following situations:	Yes	No
(a)	it is bankrupt, subject to insolvency or winding up proceedings, its assets are being administered by a liquidator or by a court, it is in an arrangement with creditors, its business activities are suspended, or it is in any analogous situation arising from a similar procedure provided for under national legislation or regulations;	☐	☐

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(b)	it has been established by a final judgement or a final administrative decision that the person is in breach of its obligations relating to the payment of taxes or social security contributions in accordance with the law of the country in which it is established, with those of the country in which the contracting authority is located or those of the country of the performance of the contract;	☐	☐
(c)	it has been established by a final judgement or a final administrative decision that the person is guilty of grave professional misconduct by having violated applicable laws or regulations or ethical standards of the profession to which the person belongs, or by having engaged in any wrongful conduct which has an impact on its professional credibility where such conduct denotes wrongful intent or gross negligence, including, in particular, any of the following:	☐	☐
	(i) fraudulently or negligently misrepresenting information required for the verification of the absence of grounds for exclusion or the fulfilment of selection criteria or in the performance of a contract;	☐	☐
	(ii) entering into agreement with other persons with the aim of distorting competition;	☐	☐
	(iii) violating intellectual property rights;	☐	☐
	(iv) attempting to influence the decision-making process of the contracting authority during the award procedure;	☐	☐
	(v) attempting to obtain confidential information that may confer upon it undue advantages in the award procedure;	☐	☐
(d)	it has been established by a final judgement that the person is guilty of the following:		
	(i) fraud, within the meaning of Article 1 of the Convention on the protection of the European Communities' financial interests, drawn up by the Council Act of 26 July 1995;	☐	☐
	(ii) corruption, as defined in Article 3 of the Convention on the fight against corruption involving officials of the European Communities or officials of EU Member States, drawn up by the Council Act of 26 May 1997, and in Article 2(1) of Council Framework Decision 2003/568/JHA, as well as corruption as defined in the legal provisions of the country where the contracting authority is located, the country in which the person is established or the country of the performance of the contract;	☐	☐
	(iii) participation in a criminal organisation, as defined in Article 2 of Council Framework Decision 2008/841/JHA;	☐	☐

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	(iv) money laundering or terrorist financing, as defined in Article 1 of Directive 2005/60/EC of the European Parliament and of the Council;	☐	☐
	(v) terrorist-related offences or offences linked to terrorist activities, as defined in Articles 1 and 3 of Council Framework Decision 2002/475/JHA, respectively, or inciting, aiding, abetting or attempting to commit such offences, as referred to in Article 4 of that Decision;	☐	☐
	(vi) child labour or other forms of trafficking in human beings as defined in Article 2 of Directive 2011/36/EU of the European Parliament and of the Council;	☐	☐
(e)	the person has shown significant deficiencies in complying with the main obligations in the performance of a contract financed by the Union's budget, which has led to its early termination or to the application of liquidated damages or other contractual penalties, or which has been discovered following checks, audits or investigations by an Authorising Officer, OLAF or the Court of Auditors;	☐	☐
(f)	it has been established by a final judgment or final administrative decision that the person has committed an irregularity within the meaning of Article 1(2) of Council Regulation (EC, Euratom) No 2988/95;	☐	☐
(g)	for the situations of grave professional misconduct, fraud, corruption, other criminal offences, significant deficiencies in the performance of the contract or irregularity, the applicant is subject to: i. facts established in the context of audits or investigations carried out by the Court of Auditors, OLAF or internal audit, or any other check, audit or control performed under the responsibility of an authorising officer of an EU institution, of a European office or of an EU agency or body; ii. non-final administrative decisions which may include disciplinary measures taken by the competent supervisory body responsible for the verification of the application of standards of professional ethics; iii. decisions of the ECB, the EIB, the European Investment Fund or international organisations; iv. decisions of the Commission relating to the infringement of the Union's competition rules or of a national competent authority relating to the infringement of Union or national competition law; or v. decisions of exclusion by an authorising officer of an EU institution, of a European office or of an EU agency or body.	☐	☐

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2.3 Situations of exclusion concerning natural persons with power of representation, decision making or control over the legal person

(3)	declares that a natural person who is a member of the administrative, management or supervisory body of the above-mentioned legal person, or who has powers of representation, decision or control in relation to the above-mentioned legal person (this covers company directors, members of management or supervisory bodies, and cases where one natural person holds a majority of shares) is in one of the following situations:	Yes	No	N/A
	Situation (c) above (grave professional misconduct)	☐	☐	☐
	Situation (d) above (fraud, corruption or other criminal offence)	☐	☐	☐
	Situation (e) above (significant deficiencies in performance of a contract)	☐	☐	☐
	Situation (f) above (irregularity)	☐	☐	☐

2.4 Situation of exclusion concerning natural or legal persons assuming unlimited liability for the debts of the legal person

(4)	declares that a natural or legal person that assumes unlimited liability for the debts of the above-mentioned legal person is in one of the following situations:	Yes	No	N/A
	Situation (a) above (bankruptcy)	☐	☐	☐
	Situation (b) above (breach in payment of taxes or social security contributions)	☐	☐	☐

2.5 Grounds for rejection from this procedure

(5)	declares that the above-mentioned person:	Yes	No
(h)	has distorted competition by being previously involved in the preparation of procurement documents for this procurement procedure.	☐	☐

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2.6 Remedial measures

If the person declares one of the above situations of exclusion, he or she must state what measures he or she has taken to remedy the exclusion situation, thus proving his or her reliability. This may include, for example, technical, organisational and personnel measures to prevent a further occurrence, compensation for damages or the payment of fines. The relevant documentary evidence illustrating the remedial measures taken shall be annexed to this declaration. This does not apply to situations referred to in point (d) of this declaration.

Please simply state "Does not apply" if you did not declare any of the above situations of exclusion.

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3 Compliance with the selection criterion

Please provide the necessary evidence of your compliance with the selection criterion "Ability to perform the twinning activities". This may include:

- *Reference to strategic initiative or effort emphasising capacity-building in, or implementation of, innovation procurement as a tool for addressing unmet needs or encouraging organisational innovation.*
- *Reference to department or operational arm of organisation with direct interest of capacity-building in, or implementation of, innovation procurement as a tool for addressing a specific unmet need or encouraging organisational innovation.*
- *Demonstration of the expertise and work experience required to carry out the twinning through brief CVs of key personnel and competences that the tenderer considers necessary to complete the twinning.*
- *Reference* ***Procurement function*** *by providing the necessary evidence demonstrating the organisations function within the domain of Health and social care provisioning, evidence may include:*
    - *Official documents proving a procurement mandate (e.g. for public procurers)*
    - *References to relevant past procurements related to health and social care*

Tenderers may be asked to provide additional information.

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3 Compliance with the selection criterion

ctd.

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3 Compliance with the selection criterion

ctd.

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4 Declaration of Honour on compliance criteria

Please fill in the following declaration for the twinning contractor.

I, the undersigned [name and surname]

As an individual [or position within the legal entity]

Of the following legal entity (hereafter the 'Applicant')

With registered office in

[Street address]
[Post code]
[City]
[Telephone]
[E-Mail]
[VAT reg. no., Organisation no., CIF no.]

HEREBY STATE AND DECLARE

under my own personal responsibility, fully aware of the infringements and penalties provided for in law in case of fraudulent statements,

THAT

4.1 Compliance with the scope of the twinning call

(1)	The proposal complies with the scope of the Call for Twinnings.	Yes	No
		☐	☐

Please elaborate how the twinning complies with the scope of the twinning call in the TECHNICAL SECTION.

4.2 Compatibility with other public financing

(2)	If the applicant(s) receives any other public funding in areas related to the scope of the proposed twinning activities, the funding is all permitted by EU state aid rules.	Yes	No
		☐	☐

4.3 Compliance with ethics and security requirements

(3)	In case of selection, the applicant(s) vouches that it will comply with the rules regarding ethics, data protection and research integrity set out in the Call for Twinnings.	Yes	No
		☐	☐

Please explain how the twinning complies with ethical and security requirements in the TECHNICAL SECTION.

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