

## Tenderer's Checklist

EMSA/OP/08/2016

***“Provision of Cleaning services for the premises of the European Maritime Safety Agency (EMSA - Lot 1) and the European Monitoring Centre for Drugs and Drug Addiction (EMCDDA - Lot 2) in Lisbon, Portugal “***

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 <i>(if applicable)</i>	
Other	N/A

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

Date:

Signature:

Name, title: