

Tenderer's Checklist

Procurement procedure: EMSA/NEG/5/2020

Title: Supply of personal protective equipment (PPE) and associated services

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	
Financial identification	
Declaration of Honour (DoH)	
Statement of subcontracting / Joint offer <i>(if applicable)</i>	
Other - Annex B "Compliance Matrix"; - Annex C "Financial proposal"; - List of clients; - Proof of registration at ANPC (Autoridade Nacional de Proteção Civil), as requested in point 13.3.1, of the Tender Specifications.	

The Tenderer's Checklist and above mentioned documents (except those in Other) shall be duly signed by the authorised representative.

The documents shall be scanned and submitted by e-mail to the following address:

NEG52020@emsa.europa.eu] before 16:00 hrs (Lisbon time) on **31/03/2020**. Please note that an original hard copy of the offer, including all accompanying documentation related to supporting the Declaration of Honour (DoH), may be requested from the company to whom the contract is awarded.

Date:

Signature:

Name, title: