.................................................................

*(stamp of the Economic Operator(-s)*

*applying jointly for the award of the contract)* to:

THE FOUNDATION FOR THE DEVELOPMENT OF THE EDUCATION SYSTEM

00-551 WARSAW, UL. MOKOTOWSKA 43

**TENDER**

We, the undersigned

………………………………………………........................................................................................................................................

acting in the name and on behalf of:

……………………….............................................................................................................................................................................

in reply to the REQUEST FOR TENDERS concerning the organisation of the following events: training for European Voluntary Service (EVS) volunteers working in the Eastern European countries, the Caucasus region and the Russian Federation; meetings of EVS coordinators; annual meetings of former volunteers (EVS events); training for youth workers; contact seminars; meetings of persons responsible for youth policy; meetings of EVS trainers and persons responsible for accreditation; meetings of the SALTO network, divided into lots.

Lot no.: \* ……. ,

*(\*Enter the number of the lot, to which the tender pertains (from 1 to 7)*

present the following tender:

1. We offer to provide services forming the subject matter of the contract as stipulated in the table below:

|  |  |  |
| --- | --- | --- |
| **Product description** | **1.**  **Expected**  **quantity** | **2. Flat rate gross price (EUR... per 1 piece/person)** |
| 1. Accommodation for participants in single rooms (price per 1 room, breakfast included) | 1\* |  |
| 1. Accommodation for participants in double rooms (price per 1 room, breakfast included) | 1\* |  |
| 1. Accommodation for participants in triple rooms (price per 1 room, breakfast included) | 1\* |  |
| 1. Accommodation for participants in quadruple rooms (price per 1 room, breakfast included) | 1\* |  |
| 1. Conference room seating 70 persons (price per 1 day) | 1\* |  |
| 1. Coffee break | 1\* |  |
| 1. Lunch | 1\* |  |
| 1. Dinner at the place of providing services | 1\* |  |
| 1. Dinner outside the place of providing services | 1\* |  |
| 1. Local transport (taxi) rate per 1km. | 1\* |  |
| 1. 13. Local transport (coach) rate per 1km. | 1\* |  |
| 1. Local transport (minibus) rate per 1km. | 1\* |  |
| 1. Training materials | 1\* |  |
| 1. Office supplies - package (for events) | 1\* |  |
| 1. Promotional gadget - sweater/backpack | 1\* |  |
| 1. Promotional material (roll-up) | 1\* |  |
| 1. Black and white printing (rate per 1 page printed on both sides) | 1\* |  |
| 1. Colour printing (rate per 1 page printed on both sides) | 1\* |  |
| 1. Artistic and cultural activities (e.g. sightseeing, culture presentation evening) | 1\* |  |
| **TOTAL:** | |  |

*\* The multiples presented in the table above are estimated values and are used for the purpose of tender comparison only.**The Awarding Entity shall make settlements with the Economic Operator based on gross unit prices listed in column 2 of the above table. Services not listed above shall be provided based on actual costs, e.g. reimbursement of travel costs, and therefore are not included in the table above. Such costs shall be listed in the Service Completion Form upon service provision. The Awarding Entity shall make settlements with the Economic Operator based on gross unit prices. For the needs of the procedure, the Economic Operator shall value each event based on maximum flat rate amounts.*

1. We declare that we will provide the services forming the subject matter of the contract in accordance with the description of the subject matter of the contract starting from the date of contract signing until 1 March 2018.
2. This tender is valid 30 days from the date of the time limit for the receipt of tenders.
3. If our tender is selected, we will conclude a contract on terms and conditions stipulated by the parties, at the place and time stipulated by the Awarding Entity with the observance of Draft Contract / Essential Terms of Contract as enclosed to the Request for Tenders.
4. We declare that we shall subcontract the following parts of the contract:

|  |  |
| --- | --- |
| Description of the part of the contract that the Economic Operator shall subcontract | Name of the subcontractor |
|  |  |
|  |  |

1. The following form Annexes to this Form:

a)…………………………………………………………………………………………….

1. Contact person on behalf of the Economic Operator:

…………………………………………………………

*(full name)*

tel./fax no. .................................................................e-mail.........................................................................................

........................, *dated:* ................ ...................................................................

*signature of the Economic Operator or an authorised representative of the Economic Operator*