***Annex № 1***

***Form***

**DECLARATION**

Under art. 192, par. 3 of PPA

(REPRESENTATION OF THE PARTICIPANT)

Part „А“

ADMINISTRATIVE INFORMATION AND DECLARATIONS

|  |  |
| --- | --- |
| ***Contracting entity:*** | "ICGB" AD |
| ***Subject of the public procurement:*** | **Elaboration and delivery of information materials and elements for visualization, creation of a photo and video material in relation to the progress of the activities under the IGB project and for the needs of "ICGB" AD****Lot № 1**Elaboration, delivery and assembly of elements for visualization and information and representative materials for the needs of "ICGB" AD**Lot № 2**Elaboration of a corporate video and creation of a photo and video materials for the needs of "ICGB" AD **……………………………………………………………………………………………………………………………………………….***(There have to be specified the lots, for which the participant submits an offer)* |

from:.................................................................................................................................................

/name of the participant/

**DEAR LADIES AND GENTLEMEN,**

Hereby we would like to submit our offer for participation in the public procurement, announced by you, with the following subject**: “Elaboration and delivery of information materials and elements for visualization, creation of a photo and video material in relation to the progress of the activities under the IGB project and for the needs of "ICGB" AD**

**Lot № …**

**…………………………………………………………………………………..……………………………………………………………………………………………………………………………………………….**

*(There have to be specified the lots, fr which the participant submits an offer)*.

1. Name of the participant ……………………………………………………………......

With seat and registered address: town /village/ ...,

№ ..... Blvd./street ...............................................................

UIC (Personal identification number): ............................................., VAT number: ....................................................

**2.**Contact person:.……….…………………………………….(full name and position)

Correspondence address: town /village/ ......................, No.......................street

phone: .................................... , fax: ..............................................., email: .........................

**3.**Bank account, which shall be used for the purposes of the public procurement:

Servicing bank: ............................................................................

IBAN: ..........................................................

BIC: .......................

**4.** Persons, who represent the participant, who are members of managerial and supervisory bodies according to the register, in which the participant or the candidate is registered, if any, or the documents, certifying (proving) its legal personality. When in the structure of these bodies participates legal entity, the grounds refer to the natural persons, who represent it according to the register, in which is registered the legal entity, if any, or the documents, certifying its legal personality.

***Note: If any of the persons is missing, this shall appear grounds for exclusion of the participant***

4.1. Position ……………………………………………………………………………

Full name………………………………………………………………………………...

PIN ………………………………………………………………………………………

4.2. Position ………………………………………………………………….…………

Full name…………………………………………………………………………………

PIN ……………………………………………………………………………………….

***(if there are more persons, please add the necessary number of fields)***

**5. The participant, represented by me**

5.1. has no payables for taxes and mandatory social security contributions by virtue of art. 162, par. 2, item 1 of the Tax-Insurance Procedure Code and interests on them, to the state or Sofia municipality, or to the municipality where the central office of the participant, represented by me is located or analogical payables, established by an act of a competent body, under the legislation of the state, in which the participant represented by me has been established, proved by enforceable act of a competent body .

5.2. has payables for taxes and mandatory social security contributions by virtue of art. 162, par. 2, item 1 of the Tax-Insurance Procedure Code and interests on them, to the state or Sofia municipality or to the municipality where the central office of the participant, represented by me is located or analogical payables, established by an act of a competent body, under the legislation of the state, in which the participant represented by me has been established, proved by enforceable act of a competent body

**..........................................................................................................**

*\*(if the entity has payables – it should fill in HAS on the blank (space).*

*if the entity has no payables – it should fill in HAS NO on the blank .*

5.3. For the participant I represent there is no inequality in the cases under art. 44, para 5 of the PPA.

5.4. The participant, represented by me has not submitted a document with untrue contents, related to certification of the non-existence of grounds for exclusion or compliance with the selection criteria.

5.5. The participant, represented by me, has submitted the required information related to certification of the conditions, which have to be met by the participants (including the requirements for financial and economic conditions, technical capacities and qualification, when applicable).

I shall be obliged to notify the Contracting authority about all changes in the circumstances declared above, within 7-day period following their occurrence.

5.6. About the participant, represented by me, it has not been established an infringement by an effective penal ruling or judgment, of art. 61, para 1, art. 62, para 1 or 3, art. 63, para 1 or 2, art. 118, art. 128, art. 228, art. 3, art. 245 and art. 301 - 305 of the Labor code or art. 13, para 1 of the Labor mobility and labor migration act or analogical liabilities, established by an act of a competent body, according to the legislation of the state, in which the candidate or the participant is established;

**6.** About the participant, represented by me: there are no obstacles for participation in the public procurement according to the Act on the economic and financial relations with companies, registered in preferential tax regime jurisdictions, the persons related to them and their beneficial owners.

**7.** The participant, represented by me is not a related party to another participant.

**8.** About the participant, represented by me: do not exist circumstances under art. 69 of the Anti-corruption and forfeiture of unlawfully acquired assets act.

**9.1. I declare that** the participant, represented by me has realized turnover in the field, falling within the scope of Lot № 1, calculated on the basis of the annual turnovers in amount not less than BGN 50 000 /fifty thousand/ for the last three completed financial years or depending on the date on which the participant was established or has started its activity.

*Note: “Turnover in the field within the scope of the public procurement of Lot No1” shall mean a turnover, realized from the implementation of services, related to elaboration of information and/or advertising materials.*

The realized turnovers for the last completed financial years are the following:

year: [……] turnover:[……][…]currency

year: [……] turnover:[……][…]currency

year: [……] turnover:[……][…]currency

**9.2. I declare that** the participant, represented by me has realized turnover in the field, falling within the scope of Lot № 2, calculated on the basis of the annual turnovers in amount not less than BGN 30 000 /thirty thousand/ for the last three completed financial years or depending on the date on which the participant was established or has started its activity.

*Note: “Turnover in the field within the scope of the public procurement of Lot No2” shall mean a turnover, realized from the implementation of services, related to elaboration of video and/or photo material.*

The realized turnovers for the last completed financial years are the following:

year: [……] turnover:[……][…]currency

year: [……] turnover:[……][…]currency

year: [……] turnover:[……][…]currency

**10.1.** I do declare, that the participant, represented by me, in the last 3 (three) years as considered from the date of submission of our offer has implemented activities with subject and volume, identical or similar to the subject of Lot No1, as follows

*Note: For the purposes of the procurement* *as „activities with subject and volume, identical or similar to the subject of the procurement” shall be considered realized service/s, related to elaboration of information and representative materials and elements for visual communication, promotional materials and/or advertising and/or equivalent materials to them;*

*"Realized" shall be this activity, which has been completed within the frameworks of the specified period, regardless of the date on award of the service and the result of it has been duly accepted by the respective contracting entity. In the cases when the participant has participated in consortium or as a subcontractor in the implementation, it has to be described only this art of the services and the respective value, which the participant has realized alone.*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **№** | **Subject of the implemented services****(*short description of the completed services*)** | **Start and end date of implementation of the services / period** | **Recipient (*Principal*) of the services** | **Value/price (exclusive VAT)** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**10.2.** I do declare, that the participant, represented by me, in the last 3 (three) years as considered from the date of submission of our offer has implemented activities with subject and volume, identical or similar to the subject of Lot No2, as follows:

*Note: For the purposes of the procurement* *as „activities with subject and volume, identical or similar to the subject of the procurement” shall be considered implemented service/s, related to elaboration of advertising/corporate video;*

*"Realized" shall be this activity, which has been completed within the frameworks of the specified period, regardless of the date on award of the service and the result of it has been duly accepted by the respective contracting entity. In the cases when the participant has participated in consortium or as a subcontractor in the implementation, it has to be described only this art of the services and the respective value, which the participant has realized alone.*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **№** | **Subject of the implemented services****(*short description of the completed services*)** | **Start and end date of implementation of the services / period** | **Recipient (*Principal*) of the services** | **Value/price (exclusive VAT)** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**11.** In order to meet the requirements of the Contracting entity for technical and professional capabilities, I shall use the capacity of the third party ………………………………..

**12.** For implementation of ……% of the procurement I shall use a subcontractor ………… …………………………………………………………….

*Points 11 and 12 have to be filled in if the participant shall use a subcontractor or the capacity of third parties. Otherwise, it has to write out „I shall not use. If the contracting authority shall use a subcontractor or a third party, they also have to fill in „Representation of the participant“.*

**Date:** …………………… **SIGNATURE and STAMP**

[name and surname]

[capacity of the participant’s representative]

*\* It has to be signed only by one of the persons, who can independently represent the participant..*

 ***Note:***

 **\*** *The declaration has to be filled in one copy;*

 *\*\* Part „А“ has to be signed only by one person, who has the right to represent the participant, and part „B“ has to be filled in and signed by all persons, who represent the participant. When a representative of the participant is another legal entity, the grounds refer to the natural persons, who represent it according to the register, in which is registered the legal entity, if any, or the documents, certifying its legal capacity.*

**DECLARATION**

under art.. 192, para 3 of PPA

**Part „B“**

(about the circumstances under art. 54, para 1, p. 1, 2 and 7 of PPA)

|  |  |
| --- | --- |
| ***Contracting entity:*** | "ICGB" AD |
| ***Subject of the public procurement:*** | Elaboration and delivery of information materials and elements for visualization, creation of a photo and video material in relation to the progress of the activities under the IGB project and for the needs of "ICGB" AD**Lot № 1**Elaboration, delivery and assembly of elements for visualization and information and representative materials for the needs of "ICGB" AD**Lot № 2**Elaboration of a corporate video and creation of a photo and video materials for the needs of "ICGB" AD……………………………………………………………………………………………………………………………………………….*(There have to be specified the lots, for which the participant submits an offer)* |

The undersigned ...................................................................................................., with personal identification number (PIN)..........................................., in my capacity of...................................................................

*(please state the position)*

of ........................................................................, registered in the commercial register of the Registry agency under UIC No……………………..

*(please state the company of the participant)*

**I DECLARE THAT:**

1.1 I have not been convicted with an effective verdict for a crime under art.108а, art. 159а – 159d, art. 172, art. 192а, art. 194 – 217, art. 219 – 252, art. 253 – 260, art. 301 – 307, art. 321, 321а and art. 352 – 353е of the Criminal code;

1.2. I have been convicted with an effective verdict for the following crime, specified in p. 1.1: .......................................................................................

*(if the person has not been convicted– it has to fill in NO on the blank space)*

2.1. I have not been convicted with an effective verdict for a crime, analogical to those under p. 1.1, in another Member-state or a third state;

2.2. I have been convicted with an effective verdict for a crime, analogical to those under p. 1.1, in another Member-state or a third state for the following crime, specified in p.1.1: ........................................................................

*(if the person has not been convicted– it has to fill in NO on the blank space)*

3. There is no conflict of interests, which cannot be eliminated.

4. I am not a person under art.69, para 1 of Anti-corruption and forfeiture of unlawfully acquired assets act.

I shall be obliged to notify the Contracting authority about all changes in the above-declared circumstances within 7-day period following their occurrence.

I am aware that for declaring false data I shall bear criminal liability under art.313 of the Criminal code.

Date………………….. **DECLARER**……………………

(*signature*)

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

**All persons, specified in p.4 of part „А” have to fill in individual copies**

**Annex *№ 2***

***Form***

*(if applicable!)*

**DECLARATION**

for confidentiality under art.102 of Public procurement act

The undersigned (*names*) .............................................................................., in my capacity of (*position or another capacity*) ................................. of *(name of the participant/subcontractor–legal entity)*...................................................................................., with BULSTAT/UIC/Number of registration in the respective state:………………………………, with seat and registered address ………………………….……………………………….. – participant in a public procurement with the following subject: **“Elaboration and delivery of information materials and elements for visualization, creation of a photo and video material in relation to the progress of the activities under the IGB project and for the needs of "ICGB" AD”**

**Lot № 1**

Elaboration, delivery and assembly of elements for visualization and information and representative materials for the needs of "ICGB" AD

**Lot № 2**

Elaboration of a corporate video and creation of a photo and video materials for the needs of "ICGB" AD

**……………………………………………………………………………………………………………………………………………….**

*(There have to be specified the lots, for which the participant submits an offer)*

**I DECLARE THAT:**

In the offer, submitted by the above-mentioned person the information from р. ……. to р. …….. of part „………………….” has to be considered as confidential, because it contains commercial secret, in view of which we would not like the same to be disclosed by the Contracting authority.

***The participants may not refer to confidentiality regarding the proposals from their offers, which are not subject of evaluation.***

Date: DECLARER: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

*(date of signing) (signature)*