**SECTION VIII. DOCUMENTS FOR STAGE 1.**

**ANNEX 1: Application for participation**

By ……………………………..……………………………………………………………………………………………..……………………,  *(name of the candidate)* with seat and registered address………………………………………………………..…………………………………, *(*settlement and address*)* [BULSTAT/UIC/UNIFIED IDENTIFICATION NUMBER/registration number and/or other identifying information in accordance with the legislation of the country, in which the candidate is established][[1]](#footnote-1): ……………………………………… , a Candidate in a procedure of negotiation with initial notice for participation with subject: **"Selection of a leading insurer for a project "Gas interconnector Greece-Bulgaria"**, represented by ………………………………………………………………,*(full name)* UNIFIED CIVIL NUMBER…………………….., ID card No …………………, issued on ………… year by the Ministry of Interior - …………………………….………[[2]](#footnote-2), , in the capacity of …………………………..…[[3]](#footnote-3) of the candidate

DEAR LADIES AND GENTLEMEN,

By the present application I (we) would like to express a willing for participation in a negotiation procedure with initial notice for participation in a public procurement with subject: **"Selection of a leading insurer for a project "Gas interconnector Greece-Bulgaria"**

1. To the application I (we) enclose a list of the submitted documents, concerning the participation of the above-mentioned candidate in the present public procurement.
2. I (we) hereby declare that I (we) are aware and we agree with no objections with the conditions of the public procurement.
3. We hereby declare that in view of the specific conditions for implementation of the public procurement, the credit rating which we have and shall maintain, is A-/BBB+ S&P under S&P respectively an equivalent…………………………………………………., which can be established from:

………………………………………………………………………

1. We are aware that on the grounds of art. 104, ал. 5 of PPA, the financial standing, declared above can be checked any time by the Contracting entity, including there may be required clarifications or additional evidence for declared data.
2. The information, contained in ……………………..…………… (there have to be specified particular part/parts of the application for participation), has to be considered as confidential, because it contains commercial secret of the candidate. We wouldn’t like the above-mentioned information to be disclosed by the Contracting entity, except in the cases, envisaged by law.
3. We hereby submit the required documents, described in the enclosed list, in accordance with the requirements of the announcement and the documentation for the public procurement.
4. In case we are approved in the initial selection and if we are invited for participation in the second stage of the procedure, we shall submit an initial offer.
5. For preparation and submission of initial offer according to the requirements of the documentation for participation, we shall need at least 15 (fifteen) calendar days as considered from the date of sending from you an invitation for submission of offers. (the candidate may specify another term too).
6. If the Contracting entity determines in te notice for participation a term for submission of initial offer, which is the above-mentioned or a longer one, we shall consider that we have reached an agreement with the Contracting entity, according to art. 135, para 5 of PPA regarding the term for submission of the offers. We are aware of the statutory right of the Contracting entity, if it does not reach an agreement within the term for submission of offers with all candidates, (that) the same may specify a term according to art. 135, para 6 of PPA, for submission of the offers, which may not be shorter than 10 days as considered from the date of sending the notice for submission of offers.

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_ year Signature and stamp:

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

*(name and surname)*

*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*(position of the representative of the candidate)*

**ANNEX 2: LIST the documents**

|  |  |  |
| --- | --- | --- |
| **Number** |  **Description of the document** | **Document type (copy or original) and number of copies** |
|  | Application for participation |  |
|  | European single procurement document (ESPD) – for the candidate, in accordance with the requirements of the law and the conditions of the Contracting entity (it has to be submitted only in an electronic form on a suitable digital or pitical carrier according to Annex № 3 to the documentation for participation)

|  |  |
| --- | --- |
| If applicable:ESPD for each of the participants in the consortium, which is not a legal entity | If applicable:ESPD for each of the subcontractors;ESPD for each person, which resources shall be involved in the implementation of the procurement  |

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|  |  |
| --- | --- |
|  |  |

 |
|  | Agreement for alliance/consortium (if applicable) |  |
|  | Documents, proving that the candidate has undertaken reliability measures (if applicable) |  |
|  | Declaration under art. 67, para 3, PPA – Annex № 8 (if applicable)  |  |

Date................ DECLARER: ………………..…........………

 (signature and stamp)

**ANNEX 3: EUROPEAN SINGLE PROCUREMENT DOCUMENT (ESPD)**

**ANNEX 4[[4]](#footnote-4): Declaration ACCORDING TO ART. 67, PARA 3 PPA[[5]](#footnote-5)**

**By……………………………..……………………………………………………………………………………………..……………………,  *(name of the candidate)* with seat and registered address………………………………………………………..…………………………………, *(settlement and address)* [BULSTAT/UIC/UNIFIED IDENTIFICATION NUMBER/registration number and/or other identifying information in accordance with the legislation of the country, in which the candidate is established][[6]](#footnote-6): ……………………………………… , a Candidate in a negotiation procedure with initial notice for participation with subject:**

**"Selection of a leading insurer for a project "Gas interconnector Greece-Bulgaria", represented by ………………………………………………………………………………………..……………………, *(full name)* UNIFIED CIVIL NUMBER…………………….., ID card No …………………, issued on ………… year by the Ministry of Interior - …………………………….………[[7]](#footnote-7), , in the capacity of …………………………..…[[8]](#footnote-8) of the candidate**

**1.** I hereby that the candidate, which I represent..........................................................( it has to be filled in the name of the candidate), would like to use an ESPD, which has already been used in a precedent procedure for a public procurement, to which is provided direct and unlimited access electronically.

2. I hereby declare that the ESPD, submitted and signed by the candidate, which I represent, contains up-to-date data at the moment of submission of the offer in the present procedure and the signature, by which is signed (the offer), is authentic and belongs to a person with a representative power.

I am aware about the liability for declaring untrue data.

|  |  |
| --- | --- |
| Name of the candidate: |   |
| Name and surname of the representative of the candidate: |   |
| **Position:** **Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 2019**  | **Signature:** |
|  | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |

**SECTION IX. DOCUMENTS FOR STAGE 2 – SUBMISSION OF OFFERS.**

**ANNEX 5: TECHNICAL OFFER**

**PROPOSAL FOR IMPLEMENTATION OF THE PROCUREMENT**

By ………………………………………………………………………………………..……………………,

 *(name of the participant)*

with seat and registered address………………………………………………………..…………………………………,

*(settlement and address)*

[BULSTAT/UIC/UNIFIED IDENTIFICATION NUMBER/registration number and/or other identifying information in accordance with the legislation of the country, in which the participant is established][[9]](#footnote-9): ……………………………………… - a Participant in a procedure on negotiation with initial notice for participation with subject: **"Selection of a leading insurer for a project "Gas interconnector Greece-Bulgaria"**, represented by ………………………………………………………………………………………..……………………, *(full name)*

UNIFIED CIVIL NUMBER…………………….., ID card No …………………, issued on ………… year by the Ministry of Interior - …………………………….………[[10]](#footnote-10), in the capacity of …………………………..…[[11]](#footnote-11) of the participant.

**DEAR LADIES AND GENTLEMEN,**

1. By the present we hereby submit our proposal for implementation of the activities, included in the subject of the public procurement, according to the requirements of the CONTRACTING ENTITY upon the following parameters.

2. We shall perform the services, subject of award, in full compliance with the requirements of the CONTRACTING ENTITY, specified in the Terms of reference for the whole period of validity of the contract

3. By the present we hereby declare that we are fully aware about the conditions of the public procurement and we agree with them with no objections.

4. We hereby declare that we do not object to extend the term of validity of the offer, in case we are invited by the CONTRACTING ENTITY (if the term has not expired) or to confirm the validity of the offer for a new term, determined by the CONTRACTING ENTITY (if the term has expired). We are aware that if we don’t extend or confirm the validity of the offer, we shall be excluded from further participation in the procedure.

5. Upon preparation of the offer have been observed the obligations, related to tax and social insurance contributions, environment protection, employment protection and conditions of labor protection.

6. The information, contained in……………………..…………… *(it has to be specified a particular part/parts of the offer)*, has to be considered as confidential[[12]](#footnote-12),because it contains a commercial secret of the participant. We do not like the above-mentioned information to be disclosed by the CONTRACTING ENTITY, except in the cases, envisaged by law.

By the present we would like to submit our offer for implementation of the activities within the frameworks of the scope of the public procurement. We propose to implement the activities, subject of the public procurement, according to the requirements of the CONTRACTING ENTITY, as follows

**Proposal regarding implementation of the activities, subject of the present public procurement.**

**……………………………………………………….**

**Annexes:**

|  |  |
| --- | --- |
| Date |  …………………./ ……………. / ………… year |
| Name and surname |  ………………………………………….. |
| Capacity of the representative of the participant[[13]](#footnote-13)  |   ………………………………………….. |
| Signature and stamp[[14]](#footnote-14) |  ………………………………………….. |

**ANNEX 6: price offer**

 **PRICE OFFER[[15]](#footnote-15)**

By ……………………………..……………………………………………………………………………………………..……………………,  *(name of the participant)* with seat and registered address………………………………………………………..…………………………………,

*(settlement and address)*

[BULSTAT/UIC/UNIFIED IDENTIFICATION NUMBER/registration number and/or other identifying information in accordance with the legislation of the country, in which the participant is established][[16]](#footnote-16): ……………………………………… - a Participant in a procedure of negotiation with initial notice for participation with subject: **"Selection of a leading insurer for a project "Gas interconnector Greece-Bulgaria"**, represented by ………………………………………………………………………………………..……………………, *(full name)*

UNIFIED CIVIL NUMBER…………………….., ID card No …………………, issued on ………… year by the Ministry of Interior - …………………………….………[[17]](#footnote-17), in the capacity of …………………………..…[[18]](#footnote-18) of the participant.

**DEAR LADIES AND GENTLEMEN,**

By the present we would like to submit our initial price offer for implementation of a public procurement with subject **"Selection of a leading insurer for a project "Gas interconnector Greece-Bulgaria"**.

We offer a total insurance premium (total cost) in amount of BGN … (in words: … Bulgarian leva).

The offered insurance premium shall be the price, which the CONTRACTING ENTITY has to pay for execution of a valid insurance with insurance cover according to the terms of reference . The offered insurance premium shall include all payable installments and fees (when applicable), including IPT as well as all costs, which might occur in implementation of the activities, specified in the Insurance policy. The offered insurance premium shall include also the costs for the personnel, which shall implement the procurement, and/or the members of the managing staff, who shall be responsible for the implementation, and for the subcontractors (if applicable), as the CONTRACTING ENTITY shall not owe payment of any other costs, incurred by the contractor.

The offered insurance premium does not include any taxes, fees or other payments of similar type.

We hereby declare that upon formation of the amount of the offered insurance premium have been taken in account the terms of reference and the conditions of the draft contract as well as the applicable normative requirements in the field of the insurance.

Note: the offered insurance premium has to be a positive figure, different from zero, written with up to two signs after the decimal separator. The offered insurance premium may not exceed the specified maximum amount with included all payable installments and fees (when applicable), including IPT.

We agree the payment of the price for implementation of the contract to be made under the conditions and under the order, specified in the draft contract.

**Enclosures:**

|  |  |
| --- | --- |
| Date |  …………………./ ……………. / ………… year |
| Name and surname |  ………………………………………….. |
| Capacity of the representative of the participant [[19]](#footnote-19)  |   ………………………………………….. |
| Signature and stamp[[20]](#footnote-20) |  ………………………………………….. |

1. Please leave only the true text [↑](#footnote-ref-1)
2. In case the representative/representatives of the Candidate are foreign citizens, please specify individualizing information in accordance with the legislation of the country, whose citizen/s is/are the respective person/s. [↑](#footnote-ref-2)
3. When the Candidate is represented by more than one person, the specified data have to be filled in for each of them. [↑](#footnote-ref-3)
4. The candidates can use the opportunity under art. 67, para 3 PPA, when there is provided direct and unlimited access in an electronic way to an electronic ESPD, which has been already prepared and signed electronically. In these cases instead of an ESPD shall e submitted a declaration according to a form, by which shall be confirmed the up-to-date data and the authenticity of the signatures in the published ESPD, and shall be specified the address, on which is provided an access to the document. [↑](#footnote-ref-4)
5. The provision is cancelled, bu the cancellation shall be effective as from 01.11.2019 [↑](#footnote-ref-5)
6. Only the true text has to remain [↑](#footnote-ref-6)
7. In case the representative/representatives of the Candidate are foreign citizens, please specify individualizing information in accordance with the legislation of the country, which citizen/citizens is/are the respective person/s. [↑](#footnote-ref-7)
8. When the candidate is represented by more than one person, the above-mentioned data have to be filled in for reach of them. [↑](#footnote-ref-8)
9. Only the true text has to remain [↑](#footnote-ref-9)
10. In case the representative/representatives of the Candidate are foreign citizens, please specify individualizing information in accordance with the legislation of the country, which citizen/citizens is/are the respective person/s. [↑](#footnote-ref-10)
11. When the participant is represented jointly by more than one person, the above-mentioned data have to be filled in for each of them. [↑](#footnote-ref-11)
12. The participants may not refer to confidentiality as regards the proposal from their offers, which are subject of evaluation [↑](#footnote-ref-12)
13. When the participant is represented by more than one person, the Technical offer has to be signed by each of them, by stating the name and capacity of the representatives. [↑](#footnote-ref-13)
14. A stamp shall be laid, if the participant has such. [↑](#footnote-ref-14)
15. It has to be placed in an envelope with inscription „INITIAL OFFER“ in the envelope with inscription „Offered price parameters“ [↑](#footnote-ref-15)
16. Only the true text has to remain [↑](#footnote-ref-16)
17. In case the representative/representatives of the Candidate are foreign citizens, please specify individualizing information in accordance with the legislation of the country, which citizen/citizens is/are the respective person/s. [↑](#footnote-ref-17)
18. When the particiant is represented jointly by more than one person, the above-mentioned data have to be filled in for each of them. [↑](#footnote-ref-18)
19. When the participant is represented by more than one person, the Price offer has to be signed by each of them with specifying the names and capacity of the representatives. [↑](#footnote-ref-19)
20. A stamp has to be laid if the Participant has such stamp [↑](#footnote-ref-20)