

Terms of Reference (ToR) Provision of External Service:

“Provision of services to strengthen the territorial hub

PROJECT "MOVE ON 2027: QUALIFICAZIONE E MOBILITÀ DEL
CAPITALE UMANO NELL'AREA TRANSFRONTALIERA ITALIA-MALTA"
- C1-1.2-58 - CUP: G15H24000090007

PROGRAMME INTERREG VI – A ITALIA MALTA 2021 - 2027

ATTACHMENT
BID FORM

Notes to Bidders: Please complete this form demonstrating substantial responsiveness to the specifications described in the Terms of Reference.

To HERMES CORPORATION LTD
Pinto Building Triq San Albert
GZR 1159 MALTA
Email. info@hermesmalta.com

Place, Date:

Ref. No.:

(To be filled by HERMES)

In compliance with the Terms of Reference for “Provision of services to strengthen the territorial hub (WP4, Deliverable D.4.1.1)” – PROJECT "MOVE ON 2027: QUALIFICAZIONE E MOBILITÀ DEL CAPITALE UMANO NELL'AREA TRANSFRONTALIERA ITALIA-MALTA" - C1-1.2-58 - CUP: G15H24000090007 – PROGRAMME INTERREG VI – A ITALIA MALTA 2021 - 2027.

HERMES CORPORATION LTD

Pinto Building Triq San Albert
GZR 1159 MALTA

Email. info@hermesmalta.com. Telephone. +35627181517



I, the undersigned _____, legal representative of / sole trader
operating under the name of _____, intend to submit a
bid/proposal in response to the above-mentioned tender.

I, the undersigned, declare that:

The organisation I represent /my business activity is legally established at the following address
_____ VAT number _____;

- ☐ There are no administrative, crime or judicial pending charges against the company/my business activity;
- ☐ The organisation I represent/ my business activity have full technical capacity to implement the service as described in the Term of References;
- ☐ The organisation I represent /my business activity is experienced in territorial hub services, front-office assistance, support for young people and entrepreneurs during cross-border mobility, and follow-up after mobility.
- ☐ I guarantee to be capable of producing all communication in high-level English and of providing proficiency in written and spoken English.
- ☐ I have examined the ToR fully (Subject, Background, Description of the Service, Other Specifications, Reporting, Duration, Selection Criteria, Evaluation and Award Procedure, Invoicing and Payment Instructions, Contacts, Appendix: General Scoring System of the Offers);

Financial offer: net amount EUR _____; applicable VAT rate ____%; VAT amount EUR _____ (or legal basis for VAT exemption: _____); TOTAL VAT-INCLUSIVE PRICE EUR _____ (maximum EUR 8,666.00).

The undersigned legal representative of / sole trader operating under the name of _____,

offers to provide the services described in the Terms of Reference for "Provision of services to strengthen the territorial hub (WP4, Deliverable D.4.1.1)" – PROJECT "MOVE ON 2027: QUALIFICAZIONE E MOBILITÀ DEL CAPITALE UMANO NELL'AREA TRANSFRONTALIERA ITALIA-MALTA" - C1-1.2-58 - CUP: G15H24000090007 – PROGRAMME INTERREG VI – A ITALIA MALTA 2021 - 2027. In case of positive assessment, the undersigned accepts and agrees to sign a service contract for the provision of the services required.

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Best regards,

Place and Date

Signature and Stamp

Annexes:

The following documents are attached:

1. Copy of identification document of the signatory;
2. Company/sole-trader profile and updated Europass CV(s) of the professional(s) responsible for the service;
3. Evidence of legal establishment and VAT registration (or relevant exemption), and licences/authorisations if applicable;
4. Documentary evidence of relevant professional experience (assignments, references or comparable supporting records).
5. Completed and signed Bid Form (this Annex 1) and signed financial quotation as detailed above. All documents shall be submitted in English, combined into one PDF file, in accordance with the ToR.

Signatory first name and surname: _____ Role: _____

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