Attachment 1 APPLICATION FORM

**Contracting Authority:**

Fundacja Solidarności Międzynarodowej

01-605 Warszawa, ul. Mysłowicka 4

NIP : 526-226-42-92, REGON: 012345095

**APPLICANT:**

…………………………………………………………………………

*(full name/name of company, address, registration number – if applicable)*

Represented by:

…………………………………………………………………………

*(name, surname, basis for representation)*

I, undersigned:

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

Acting on behalf of the applicant:

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

*(Registered name of the economic operator / representative of economic operators acting jointly)*

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

*(Registered address of the applicant / representative of acting jointly)................................................................*

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

*(telephone number, e-mail)*

by joining the public procurement procedure conducted by Solidarity Fund PL  **for the selection of IT support for design of online courses**:

1. I declare that I have read the requirements of the Contracting Authority regarding the subject of the order, included in the Request for Service and I do not raise any objections to them.

2. I undertake to perform the subject of the contract on the financial conditions specified in the request for service.

3. I declare that I am / are not subject to exclusion due to the fact that I have not been / have been convicted / and for an offense related to:

• participation in an organized criminal group or association aimed at committing a crime or a fiscal offense;

• human trafficking;

• supporting of terrorist activities;

• money laundering;

• a crime against the credibility of documents;

• tax offense.

4. I / we declare that I / we are not subject to exclusion due to the fact that I am / we are not the person against whom a final court judgment or final administrative decision has been issued due to arrears in payment of taxes, fees or social or health insurance contributions or that has not complied with the aforementioned judgments or administrative decisions.

1. I / we declare that I am / are not subject to exclusion due to the legal prohibition on applying for public contracts.
2. I declare that I am not subject to exclusion due to the fact that in relation to the entity I represent, liquidation has been opened, bankruptcy has been announced, assets are managed by a liquidator or court, an arrangement with creditors has been concluded, business activity is suspended or the entity is in a different situation of this type resulting from a similar the procedure provided for in the provisions of the place of initiation of this procedure, i.e. pursuant to Art. 109 paragraph. 1 point 4 of the Public Procurement Law of Poland,

7. I declare that I consider myself bound by this offer for a period of 30 days from the deadline for submission of tenders.

8[[1]](#footnote-2). I declare that the information and documents contained in the Offer on pages from ........................ to ......... ............... are business secrets within the meaning of the provisions on combating unfair competition and we reserve that they may not be disclosed. Information and documents contained on the other pages of the Offer are public.

In the event of the offer being secret, the Contractor shall be able to demonstrate that the proprietary information is a trade secret not later than on the submission date, in particular by specifying how the conditions referred to in art. 11 point 2 of the Act of 16 April 1993 on combating unfair competition, according to which a trade secret is specific information if it meets 3 conditions in total:

8a. is technical, technological, organizational of the enterprise or is other information of economic value,

8b. has not been disclosed to the public,

8c. the necessary measures have been taken in order to maintain confidentiality.

FORM

1. Name and surname of the person designated to perform the contract as an expert

………………………………………

1. Information about the education of the person designated to perform the contract *(years of study, name of the university, field of study, academic title obtained)*

………………………………………

1. Description of the experience of the person designated to carry out the contract in web-design, graphic design and/or multimedia design

(*year, name of the individual project, client, scope of service, here the number of individual projects/services is promoted - please write at least 10 examples to meet minimal requirements, and over 30 if you wish to receive a maximum of points)*

……………………………………………….

1. Description of the experience of the person designated to carry out the contract in in video and audio production and/or editing *(year, main contractors /employers/ donors, role in the project. Here the number of years of service is promoted)*

……………………………………………….

1. Information on the level of professional communication skills in the languages required

Please mark X in the appropriate place on the table

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | No skills | A1 | A2 | B1 | B2 | C1 | C2 |
| Ukrainian |  |  |  |  |  |  |  |
| Polish |  |  |  |  |  |  |  |

Justification for language assessment (e.g. certificates, XYZ experience of years of working in an environment using selected language, language of education received, etc.)

…………………………………………..

1. Price – as HOURLY rate in EUR

……………………..

8. Declaration regarding the price offer

I declare that the price include all costs incurred by the Contracting Authority as part of the service provided by the Contractor (taxes, compulsory social security, health and retirement contributions),, computer equipment, cellular communication and software (word processor / audio/video editor, spreadsheet).

*/ optionally "I declare that the price offer does not include the following costs incurred by the Employer: (list)"*

9. I declare readiness to carry out the offer within 14 days after results of the Call are announced.

10. I declare that all information and statements given in the above offer are up-to-date

and truthful and have been presented with full awareness of the consequences of misleading the ordering party in presenting the information.

11. The attachments to this form, which form an integral part of the offer, are:

1) CV of the person designated to perform the contract *(optional attachment)*

2) References to the person designated to perform the contract, confirming his/her chosen professional experience *(optional attachment)*

3) Photocopies of certificates confirming language skills *(optional attachment)*

|  |  |  |
| --- | --- | --- |
| *(place, date)* |  | *(signature of an authorized representative*  *to represent the applicant)* |

1. Point is optional, reject if not applicable [↑](#footnote-ref-2)