



Royal Netherlands
Meteorological Institute
*Ministry of Infrastructure
and Water Management*

Annex 2

Mandatory Forms

Pertaining to : Acquisition and maintenance of Present Weather Sensors

According to a : Public European Tender Procedure

Reference no. : **TN-349307**

Date : January 20th 2023

Version : v1



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Explanatory Notes

These Mandatory Forms to be completed are part of the Descriptive Document pertaining to 'Acquisition and maintenance of Present Weather Sensors', reference no. TN-**349307** dated January 16th 2023.

You are requested to complete and sign these Mandatory Forms in full and, wherever applicable, add appendices. An incomplete form, or a form in which not all questions have been answered, or a form for which appendices are missing, or a form in which textual changes have been made, may lead to your Tender being excluded and thus not eligible for awarding of the assignment.

Failure to comply with Suitability Requirements leads to exclusion from the tender and results that the Tender is not eligible for awarding of this tender.

All forms to be completed, with the exception of the forms marked **verification document**, must be submitted with the Tender. The forms marked verification document only need to be submitted by the winning Tenderer, as set down in and in accordance with Article 5.1 of the Descriptive Document.



1. Information regarding Tenderer

1.1 Company name

Explanation	Tenderers must be registered in a company register, professional register or a trade register in the country where the Tenderer is established. <i>Note</i> – The company name or trade name must be able to be derived from the extract(s) of the professional or trade register, or, in the absence thereof, another proof as referred to in Article 2.98 of the 2012 Tender Act.
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Company name / trade name	<to be completed>
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1.2 Legal representation

Explanation	The Contracting Authority (KNMI) must be able to verify that the persons signing the Mandatory Forms are authorised to do so. This means that the person(s) signing the Tender and the statements to be submitted <u>must be registered as authorised representatives of the Tenderer on the professional or trade register</u> of the country of domicile of the Tenderer, or, in the absence thereof, another proof as referred to in Article 2.98 of the 2012 Tender Act must be provided. Any other documents to which the professional or trade register refers, in order to verify their authorisation, must be appended. A signatory who is not registered as an authorised representative on the professional or trade register <u>must be authorised by someone who is an authorised representative</u>. To this end, paragraph 1.2.1, Statement of Authorisation, must be completed. With regard to the Statement of Authorisation, the legal validity of the signature must be demonstrated in the same manner as specified above. Please also see paragraph 4.5.5 Structure of the Tender of the Descriptive document.
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Legal representative	<to be completed>
Full name	<to be completed>
Position within the company	<to be completed>



1.2.1 Statement of Authorisation

Explanation	A signatory who is not registered on the professional or trade register as an authorised representative must be authorised by someone who is an authorised representative (and is registered on the professional or trade register extract). The legal validity of the signature on this statement may be demonstrated by the fact that the person signing the statement is registered on the professional or trade register as an authorised representative of Tenderer.
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Statement of Authorisation

The Tenderer, in this legally represented by:

Name: **<to be completed: Name of legal representative>**

Position: **< to be completed: Position of legal representative >**

certifies that:

Name: **<to be completed: Name of authorised representative>**

Position: **<to be completed: Position of authorised representative >**

is, on its behalf, authorised to sign the Tender pertaining to the European tender procedure **acquisition and maintenance of Present Weather Sensors** initiated by the Contracting Authority.

Legal signature by Tenderer

Company name of Tenderer	<i><to be completed></i>
Name of representative	<i><to be completed></i>
Position	<i><to be completed></i>
Signature	<i><to be completed></i>
Place, date	<i><to be completed></i>

1.3 Details of holding

Do you form part of a holding?	☐ Yes ☐ No
If yes, please answer the questions below.	



Official company name of holding	<to be completed>
Legal form	<to be completed>
Registration number, professional or trade register	<to be completed>
Date of establishment of holding	<to be completed>
Registered address of holding	<to be completed>
Postal code and place	<to be completed>
Country	<to be completed>
Website	<to be completed>
Number of employees within the holding	<to be completed>

1.3.1 Liability statement of concern / holding

In the event that the Tenderer makes an appeal to the economic and financial capacity of the concern of which it forms part, or the holding under which it ranks, then the concern or the holding must provide a full and unconditional guarantee for the compliance of all obligations ensuing from the Contract. **In this case, the Tenderer must submit the statement regarding Liability of Concern / Holding.** This statement must be no more than six months old and signed by a person authorised to do so.

Does Tenderer form part of a concern or does it rank under a holding?	☐ Yes ☐ No
Does Tenderer revert to qualifications of a third party in order to meet the Suitability Requirements regarding economic and financial capacity?	☐ Yes ☐ No
If the answer to the second question is affirmative, the Tenderer must submit both the <u>statement regarding Liability of Concern / Holding</u> and an <u>extract of the professional or trade register pertaining to the concern / holding</u> of the country of business of the third party signatory, or, in the absence thereof, another proof as referred to in Article 2.98 of the 2012 Tender Act.	



Statement regarding liability of concern / holding

Tenderer certifies that

Name of concern /
holding_____

Registered
address_____

Postcode and
place:_____

hereinafter to be referred to as "**Surety**",

with respect to this Tender Procedure – and on condition that the assignment is awarded – the Surety stands surety towards the Contracting Body for the compliance of all obligations entered into by the Tenderer under the contract(s) concluded pursuant to the Tender Procedure at hand.

The Surety certifies – on condition that the assignment is awarded – to Tenderer that:

- it provides full and unconditional guarantee for compliance of the obligations ensuing from the Contract to be concluded,
- and, if and insofar as such is the case, can be held liable for any damage ensuing from non-observance of the Contract or failure to properly observe the Contract or failure to observe the Contract in time,
- and that the acceptance of liability lapses if the Contracting Body does not award the Contract to Tenderer,

in accordance with Article 2:403 paragraph 1 section f of the Dutch Civil Code.

Tenderer's signature

Company name of Tenderer	<to be completed>
Name of representative	<to be completed>
Position	<to be completed>
Signature	<to be completed>
Place, date	<to be completed>



Signature of concern / holding (Surety)	
Name of company	<to be completed>
Name of representative	<to be completed>
Position	<to be completed>
Signature	<to be completed>
Place, date	<to be completed>



2. Endorsement of Tender Procedure

2.1 Conformity statement

By submitting a Tender, the Tenderer certifies that it agrees to all the requirements, terms, conditions and provisions specified in the Tender Documents for Present Weather Sensors -2023 with reference TN-349307.

Does Tenderer agree to all requirements, terms, conditions and provisions specified?

☐ Yes ☐ No

Conformity statement

By signing and appending this statement to its Tender, the Tenderer certifies, unconditionally and without reservation, with respect to the European tender **Acquisition and 3rd line maintenance of Present Weather Sensors – TN-349307** issued by the Contracting Authority, that:

- The Tenderer complies with **all** terms, conditions and provisions set down in the Tender Documents;
- The Product (products and/or services to be provided) meet the Requirements set down in the Tender Documents;
- The Product (products and/or services to be provided) will, as a minimum, meet the wishes as worked out by the Tenderer in its Tender;
- The Tenderer agrees to the Contract;
- The Tenderer agrees to the Terms and Conditions (including Draft Agreement and ARIV 2018).

The undersigned certifies that it is legally authorised on behalf of Tenderer to sign this statement and submits, as unequivocal proof, either an extract from the professional or trade register or a lawfully signed power of attorney with unequivocal proof showing the signatory's authorisation to represent the company.

Signature by Tenderer

Company name of Tenderer	<to be completed>
Name of representative	<to be completed>
Position	<to be completed>
Signature	<to be completed>
Place, date	<to be completed>



3. Grounds for Exclusion

3.1 Grounds for exclusion and ESPD

The Grounds for Exclusion are set down in Annex 1 - European Single Procurement Document (ESPD) document of the Descriptive Document. By signing the ESPD, the Tenderer certifies that the Grounds for Exclusion do not apply to the Tenderer.



4. Suitability Requirements

4.1 Economic and financial capacity

The Tenderer's continuity must be sufficiently guaranteed. Regarding economic and financial capacity, Contracting Authority requests proof that Tenderer has sufficient financial and economic resources to enable it to perform the obligations arising from agreement.

4.1.1 SR1 – Annual report / Annual account / assessment or compilation report

By submitting a Tender, the Tenderer certifies that Tenderer meets the requirement(s) set out below, and, in the event that the Tender is submitted by a Combination, all members of the Combination (will) meet the requirement(s). The Tenderer shall provide the proof upon request within the term stipulated.

Requirement(s):

An Approved Annual Report/ Annual account or compilation report of the last financial year that does not include a 'continuity section' that expresses doubt concerning the viability of the organization is required.

Also the Tenderer's most recent audit certificate must not contain a so-called continuity paragraph (such for example, a paragraph in the annual statement of accounts expressing doubt regarding the continuity).

For companies that are not required to produce an annual statement of accounts, an assessment or compilation report will suffice.

Tenderer certifies that it will meet this requirement.	☐ Yes ☐ No
In the event that the Tender is submitted by a Combination, none of the members of the Combination may be subject to doubt regarding its continuity and each of the members of the Combination must be able to produce an audit certificate or compilation report. <i>In the case of Tender submission by a Combination of Tenderers, please provide these annual reports / annual accounts, upon request by Contracting Authority, for each of the parties that form the Combination.</i>	☐ Yes ☐ No ☐ Not applicable

Verification document(s) (these documents must be provided within 7 days upon first request from the Contracting Authority):

- Annual financial report / account of the Tenderer of last financial year;
- An audit certificate without continuity paragraph, or an assessment report or a compilation report.



Technical skill and/or professional skill

The Tenderer's skill must be sufficiently guaranteed. The Contracting Authority has set core competences which demonstrate experience with essential aspects of the assignment. The Tenderer must demonstrate that it can meet these core competences by means of references.

4.1.2 SR2 – Core competences

The Tenderer must meet certain core competences and must add proof to its Tender submission that it meets the stated core competence in the form of a reference.

The Tenderer must use the 'References statement' below to submit references. A single statement must be submitted for each reference, An assignment carried out for a single organisation over multiple of years is regarded as a single reference. One reference is requested for each core competency. **Please note that the description of the references as proof of the core competences (using the specified template) must be added with the submission of the Tender.**

The Tenderer must provide a description of the work performed for the client organisation which is giving the reference. This description must demonstrate the relevance of the reference(s). A relevant reference is a reference that is comparable / equivalent to (the relevant part of) the assignment under consideration in terms of nature and scope. The references must, as a minimum, meet the core competencies and requirements stated below.

References;

The Tenderer is requested to demonstrate by means of a reference description (using the appropriate form 'References statement', included in this document) that the Tenderer has the following core competences. Please note that, a reference assignment that meets several core competencies may be submitted for different core competences, but combining several reference assignments to meet with a single core competence is not permitted.)

Each reference description must clearly show / prove that the assignment meets the relevant core competence. This is at the discretion of the assessment team;

The Tenderer must provide three references to demonstrate/prove that it meets the following core competencies.

- (1) The Tenderer has proven/demonstrable experience in delivering and providing 3rd line maintenance of at least ten (10) Present Weather Sensors at a Meteorological Institute;
- (2) The Tenderer has proven/demonstrable experience in supplying forward scatter visibility sensors that are used at (international) airports for the automatic determination of the RvR (Runway Visual Range) and aeronautical visibility;
- (3) The Tenderer has proven/demonstrable experience in delivering Present Weather Sensors that operate continuously, uninterrupted (which is expressed as sensors that are operational at least 99.5% of the time), within a measurement period of 6 months. The mentioned 99.5% includes external disturbances such as spiders, insects and pollution at a maintenance interval of 6 months.



All provided references must, as a minimum, meet the following requirements:

- The submitted references have been performed / carried out within the past three (3) years of this Tender's submission deadline.
- The submitted references have been completed, carried out in a timely, professional manner, to the satisfaction of the client.
- A reference that pertains to an assignment that has not yet been (fully) completed must only state the results of the current contract that have been achieved; moreover, a forecast of the results is not acceptable.

(!) Please note that the Contracting Authority requests three reference assignments in total that meet the core competencies (marked with "1", "2" or "3"). Specifically, Contracting Authority expects one reference assignment that meets core-competence 1, one that meets core-competence 2 and one reference that meets core-competence 3. So three reference assignments are requested, one per core competence.

In addition, all references must meet the minimal requirements (marked with "•") mentioned above. These requirements are a "Knock-Out", which means that failure to comply with these requirements in any of the references means that the core competence is not acceptable and leads to exclusion from the Tender and are not eligible for awarding of this Tender.

The Contracting Authority reserves the right to request further information from the organisation providing the reference (the client) regarding the performance of the services. For that reason, it is advisable for the Tenderer to inform the contacts of the client/reference(s) provided that they may be contacted by the Contracting Authority. It is not allowed to include the contact information of your own staff/employees in the Mandatory Forms. The Contracting Authority must be able to contact the client of the reference-assignment directly.

Of course, the Contracting Authority will handle the information obtained thus with the utmost confidentiality.

In the event of a Combination or Subcontractor, the Tenderer must state clearly who has performed (which part of) the reference assignment.



References

References Statement	
Reference number 1	
Details of client	
Name of client:	<to be completed>
Registered address:	<to be completed>
Type of organisation:	<to be completed>
Name of contact:	<to be completed>
Position:	<to be completed>
Telephone number:	<to be completed>
Description of assignment carried out	
Type of provision:	<to be completed>
Carried out by:	<to be completed>
Period of execution:	From <to be completed> up to and including <to be completed>
Reason for termination assignment:	<to be completed> or N.A.
Total amount for the entire assignment and per year:	Entire assignment € <to be completed> Per year € <to be completed>
Number of items supplied for the entire assignment and per year:	Entire assignment <to be completed> Per year <to be completed>
Meets core competency 1:	Yes / no <to be completed> <Please substantiate so that the contracting authority can assess whether the contract actually corresponds to the stated core competence.>
Requirement 1: Assignment is carried out during the past three (3) years (This requirement is mandatory)	Yes / no <to be completed>



<i>State the period in which the assignment was executed.</i>	
Requirement 2: Assignment has been completed, carried out in a timely, professional manner, to the satisfaction of the client. (This requirement is mandatory) <i>Explain how this is demonstrated.</i>	<i>Yes / no</i> <i><to be completed and substantiated></i>
Other relevant information and explanation / supplementation of the explanations to the core competencies	
<i><to be completed></i>	

Signature by Tenderer	
Company name of Tenderer	<i><to be completed></i>
Name of representative	<i><to be completed></i>
Position	<i><to be completed></i>
Signature	<i><to be completed></i>
Place, date	<i><to be completed></i>



References Statement	
Reference number 2	
Details of client	
Name of client:	<to be completed>
Registered address:	<to be completed>
Type of organisation:	<to be completed>
Name of contact:	<to be completed>
Position:	<to be completed>
Telephone number:	<to be completed>
Description of assignment carried out	
Type of provision:	<to be completed>
Carried out by:	<to be completed>
Period of execution:	From <to be completed> up to and including <to be completed>
Reason for termination:	<to be completed> or N.A.
Total amount for the entire assignment and per year:	Entire assignment € <to be completed> Per year € <to be completed>
Number of items supplied for the entire assignment and per year:	Entire assignment <to be completed> Per year <to be completed>
Meets core competency 2:	Yes / no <to be completed> <Please substantiate so that the contracting authority can assess whether the contract actually corresponds to the stated core competence.>
Requirement 1: Reference assignment is carried out during the past three (3) years (This requirement is mandatory) State the period in which the assignment was executed.	Yes / no <to be completed>



Requirement 2: Reference assignment has been completed, carried out in a timely, professional manner, to the satisfaction of the client. (This requirement is mandatory) <i>Explain how this is demonstrated.</i>	Yes / no <to be completed and substantiated>
Other relevant information and explanation / supplementation of the explanations to the core competencies <to be completed>	

Signature by Tenderer	
Company name of Tenderer	<to be completed>
Name of representative	<to be completed>
Position	<to be completed>
Signature	<to be completed>
Place, date	<to be completed>



References Statement	
Reference number 3	
Details of client	
Name of client:	<to be completed>
Registered address:	<to be completed>
Type of organisation:	<to be completed>
Name of contact:	<to be completed>
Position:	<to be completed>
Telephone number:	<to be completed>
Description of assignment carried out	
Type of provision:	<to be completed>
Carried out by:	<to be completed>
Period of execution:	From <to be completed> up to and including <to be completed>
Reason for termination assignment:	<to be completed> or N.A.
Total amount for the entire assignment and per year:	Entire assignment € <to be completed> Per year € <to be completed>
Number of items supplied for the entire assignment and per year:	Entire assignment <to be completed> Per year <to be completed>
Meets core competency 3:	Yes / no <to be completed> <Please substantiate so that the contracting authority can assess whether the contract actually corresponds to the stated core competence.>
Requirement 1: Reference Assignment is carried out during the past three (3) years (This requirement is mandatory) State the period in which the assignment was executed.	Yes / no <to be completed>



Requirement 2: Reference assignment has been completed, carried out in a timely, professional manner, to the satisfaction of the client. (This requirement is mandatory) <i>Explain how this is demonstrated.</i>	<i>Yes / no</i> <i><to be completed and substantiated></i>
Other relevant information and explanation / supplementation of the explanations to the core competencies <i><to be completed></i>	

Signature by Tenderer	
Company name of Tenderer	<i><to be completed></i>
Name of representative	<i><to be completed></i>
Position	<i><to be completed></i>
Signature	<i><to be completed></i>
Place, date	<i><to be completed></i>



4.1.3 SR3 – Sustainability – Environmental management system

By submitting a Tender, the Tenderer certifies that it meets the requirement(s) specified below.

Requirement(s):

The Tenderer has an environmental management system, certified on the basis of NEN-EN-ISO ISO 14001 (2015 or 2018) or an equivalent certificate, an European Union Eco-Management Audit Scheme (EMAS) or an equivalent working environmental management system.

The Tenderer can demonstrate compliance with this requirement by (at first request of Contracting Authority) providing a certificate **or**, in case no certificate can be submitted, a description of the environmental management system used by the organisation which is equivalent to the stated certification. Tenderer shall provide the proof upon request within the term stipulated.

In case of submission of Tender by a Combination of Tenderers, please provide the above mentioned certificate/description, upon request by Contracting Authority, for each of the parties that form the Combination.

Note: in the event that the Tenderer cannot demonstrate the above mentioned requirements to the satisfaction of Contracting Authority as outlined above, or in the event that the applicable copy/copies of the certificate(s) has/have not been appended, the Tender will be excluded.

Verification document(s) (these documents must be provided within 7 days upon first request from the Contracting Authority):

- Certification on the basis of NEN-EN-ISO ISO 14001 / EMAS or equivalent or;
- Description of the environmental management system used by the Tenderer's organisation that is equivalent

Tenderer certifies that it meets this requirement.	☐ Yes ☐ No
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Statement regarding quality management system	
Does Tenderer possess a valid sustainability certification or equivalent?	< Yes / No >
If the answer is Yes :	
Which organisation(s) has/have issued the certificate?	<to be completed>
What type of certification does Tenderer possess?	<to be completed>



Which organisation(s) is/are charged with the external monitoring of the certificate?	<to be completed>
What is the date of the most recent audit?	<to be completed>
When will the certificate expire?	<to be completed>
If the answer is No :	
Describe the sustainability management system exercised by Tenderer	<to be completed>
Is this sustainability management system comparable to ISO-14001 or EMAS and is it supported and supervised by the executive board and the management?	<to be completed>



4.1.4 SR4 - Quality management system

By submitting a Tender, the Tenderer certifies that it meets the requirement(s) specified below.

Requirement(s):

The Tenderer has a certified quality assurance system in place, as referred to in Article 62, Directive 2014/24, or possesses a corresponding quality certificate issued by an agency that meets the European Series of Standards EN 45000 (e.g., NEN, ISO).

If the Tenderer has an equivalent certified quality assurance system in place, based on a standard other than ISO-9001, the Tenderer must, in addition to providing the certificate issued by the certified agency as referred to in Article 2.96 of the Tender Act, also explain and substantiate the aspects and the extent to which the system corresponds and/or deviates from the applicable ISO-9001 system.

The certificate must be valid and not have expired.

In the event no quality certificate can be submitted by Tenderer, the Tenderer must provide a description of the activities it pursues in the area of quality control and quality assurance (such as the table of contents of a quality manual observed by the Tenderer).

In the event that the Tenderer forms part of a Combination, all members of the Combination must comply the quality certification requirement. In case of submission of Tender by a Combination of Tenderers, please provide the above mentioned certificate/description, upon request by Contracting Authority, for each of the parties that form the Combination.

Note: in the event that the Tenderer cannot demonstrate the above mentioned requirements to the satisfaction of Contracting Authority as outlined above, or in the event that the applicable copy/copies of the certificate(s) has/have not been appended, the Tender will be excluded.

Verification document(s) (these documents must be provided within 7 days upon first request from the Contracting Authority):

- Valid quality certificate / quality certificates ISO-9001 stating the year of introduction and the year of expiry, issued by a certified agency as referred to in Article 2.96 of the Tender Act (if applicable),
- or an equivalent certificate including substantiation of correspondence and/or deviations, or an alternative description.

Tenderer certifies that it meets this requirement.	☐ Yes ☐ No
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Statement regarding quality management system	
Does Tenderer possess a valid quality certification or equivalent?	< Yes / No >
If the answer is Yes :	
Which organisation(s) has/have issued the certificate?	<to be completed>
What type of certification does Tenderer possess?	<to be completed>
Which organisation(s) is/are charged with the external monitoring of the certificate?	<to be completed>
What is the date of the most recent audit?	<to be completed>
When will the certificate expire?	<to be completed>
If the answer is No :	
Describe the quality control and quality assurance exercised by Tenderer	<to be completed>
Is this quality system equivalent to ISO-9001 and is it supported and supervised by the executive board and the management?	<to be completed>

Signature by Tenderer	
Company name of Tenderer	<to be completed>
Name of representative	<to be completed>
Position	<to be completed>
Signature	<to be completed>
Place, date	<to be completed>



4.1.5 SR5 – Information Security management system

By submitting a Tender, the Tenderer certifies that it meets the requirement(s) specified below.

Requirement(s):

The Tenderer has a certified Information Security management system (ISMS) in place, or possesses a corresponding quality certificate issued by an agency that meets the European Series of Standards EN 45000 (e.g., NEN, ISO).

The certificate must be valid for all relevant aspects of this tender and the requested Present Weather Sensors and not have expired.

If the Tenderer has an equivalent certified system in place, based on a standard other than ISO-27001, the Tenderer must, in addition to providing the certificate issued by the certified agency, also explain and substantiate the aspects and the extent to which the system corresponds and/or deviates from the applicable ISO-27001 system.

In the event that the Tenderer cannot provide a certificate, the Tenderer must provide a description of their activities in the area of assurance (for instance such as the table of contents of a manual observed by the Tenderer).

In the event that the Tenderer forms part of a Combination, all members of the Combination must comply the quality certification requirement. In case of submission of Tender by a Combination of Tenderers, please provide the above mentioned certificate/description upon request by Contracting Authority, for each of the parties that form the Combination.

Note: in the event that the Tenderer cannot demonstrate the above mentioned requirements to the satisfaction of Contracting Authority as outlined above, or in the event that the applicable copy/copies of the certificate(s) has/have not been appended, the Tender will be excluded.

Verification document(s) (these documents must be provided within 7 days upon first request from the Contracting Authority):

- Valid quality certificate / quality certificates ISO-27001 stating the year of introduction and the year of expiry,
- or an equivalent certificate including substantiation of correspondence and/or deviations, or an alternative description.

Tenderer certifies that it meets this requirement.	☐ Yes ☐ No
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Statement regarding Information Security management system	
Does Tenderer possess a valid Information Security certification or equivalent?	Yes / No
If the answer is Yes :	
Which organisation(s) has/have issued the certificate?	<to be completed>
What type of certification does Tenderer possess?	<to be completed>
Which organisation(s) is/are charged with the external monitoring of the certificate?	<to be completed>
What is the date of the most recent audit?	<to be completed>
When will the certificate expire?	<to be completed>
If the answer is No :	
Describe the quality control and quality assurance exercised by Tenderer	<to be completed>
Is this quality system equivalent to ISO-27001 and is it supported and supervised by the executive board and the management?	<to be completed>

Signature by Tenderer	
Company name of Tenderer	<to be completed>
Name of representative	<to be completed>
Position	<to be completed>
Signature	<to be completed>
Place, date	<to be completed>



4.1.6 SR6 – Professional competence

By submitting a Tender, the Tenderer certifies that it meets the requirement(s) specified below.

Requirement(s):

The Tenderer must be able to demonstrate that it is registered on the professional or trade register in accordance with the regulations of the member state of their domicile, or be able to provide a sworn statement or an affidavit. Within the Netherlands, an extract of the trade register of the Chamber of Commerce will suffice.

The proof must describe the current situation of the company and may not be older than six months at the time of submitting the Tender.

In the event that the Tenderer forms part of a Combination, all members of the Combination must comply with this requirement requirement. In case of submission of Tender by a Combination of Tenderers, please provide the above mentioned proof upon request by Contracting Authority, for each of the parties that form the Combination.

This extract will also be used to verify who is authorised to sign the Tender or documents on behalf of the Tenderer. This pertains to a signature by an official/officials who, according to the extract from the professional/trade register, is authorised to represent or who has been provided with a written authorisation to represent the Tenderer which has been appended to the Tender. The authorisation must be signed by a person or persons who, according to the extract from the professional/trade register or according to the bylaws of the Tenderer's Company, is/are authorised to represent and bind the Company.

In the event that the Tenderer forms part of a Combination, all members of the Combination must comply the quality certification requirement. In case of submission of Tender by a Combination of Tenderers, please provide the above mentioned information, upon request by Contracting Authority, for each of the parties that form the Combination.

Tenderer certifies that it meets this requirement.	☐ Yes ☐ No
In the event that the Tender is submitted by a Combination, all the members of the Combination certify that they meet this requirement.	☐ Yes ☐ No ☐ Not applicable

Verification document(s) To be included directly with the Tender:

- Extract from the trade register, statement or affidavit (incl. authorisation)

Please note; the document(s) for SR6 must be included by the submission of the Tender (!).



5. Declaration Conformity list Program of Requirements and Desirables (Annex 3)

The Tenderer declares that all requirements (Mandatories) in Annex 3. Program of Requirements and Desirables can be met and that the submitted and competed form (Annex 3; Program of Requirements and Desirables) has been filled in truthfully.

Signature by Tenderer	
Company name of Tenderer	<to be completed>
Name of representative	<to be completed>
Position	<to be completed>
Signature	<to be completed>
Place, date	<to be completed>



6. 5th Russia sanctions package of 8 April 2022

6.1 Tender law and contractual condition(s)

On 8 April 2022, the European Union imposed new sanctions against Russia¹. These sanctions affect public procurement by contracting authorities and special sector companies. With the fifth package of sanctions, the European Union introduces a ban on all public tenders with a Russian party (see article duodecies). Contracting authorities are obliged to determine whether your organization, or the other party/parties with which the Tenderer is tendering in combination with, or the subcontractor(s) which the Tenderer has mentioned in this form, has ties with or is affiliated to Russian² parties.

The ban refers to awarding to:

- persons with Russian citizenship and persons or legal entities (companies, entities or bodies) established in Russia;
- Legal entities which are more than 50% owned by a Russian Party as mentioned above; and
- persons or legal entities acting in the interest of or at the direction of any of the above-mentioned Russian parties.

Please note that the legal entities referred to under 2nd/3rd bullet point include legal entities established in the EU/EEA or in a country other than Russia.

6.2 Declaration and signature

Tenderer declares by signature that:	
• Tenderer has no ties with Russian party/parties. • Tenderer is not affiliated with Russian party/parties.	

Signature of Tenderer	
Company name Tenderer	<to be completed>
Name of representative	<to be completed>
Function	<to be completed>
Signature	<to be completed>
Place, date	<to be completed>

¹ See [EUR-Lex - L:2022:111:TOC - EN - EUR-Lex \(europa.eu\)](#)

² References in this document to Russia/Russia include Belarus/Belarus.