



Dienst Justitiële Inrichtingen
Ministerie van Justitie en Veiligheid

Tender Checklist

Annex 3

Bullet Component Ballistic Identification System

For the Netherlands Forensic Institute

Reference : NFI-KOGELCOMP-24
Date : 18/09/2024
Version number : Final

Documents to be submitted with the Tender

Please send the following documents with your Tender:

Number	Document	Conditions	When applicable
A	Uniform European Tender Document.	Completed. The following applies if you are a third party engaged for the Tender and/or a member of a partnership : Completed and legally signed. <u>- If applicable: enclose the power of attorney, see no. G in this table.</u>	Depending on the form of tender, you complete one or more UEAs. See Annex 4 'Explanation. Tender forms and completion of annexes'.
B	Tender form and statement of agreement.	Completed and legally signed.	For all tenderers, regardless of the form of Tender.
C	Reference form.	Completed and legally signed by the company that carried out the reference order (tenderer, partnership or third party).	For all tenderers, regardless of the form of Tender.
D	Price sheet.	Completed as directed, both in Excel and PDF.	For all tenderers, regardless of the form of Tender.
E	System description	Completed according to the requirements in Chapter 2 of the Tendering guidelines.	For all tenderers, regardless of the form of Tender.
F	Replying to the Schedule of Wishes.	Elaboration as per the requirements.	For all tenderers, regardless of the form of Tender.
G	Evidence of your power of attorney.	The power of attorney is signed by the person legally authorised to do so.	Only if the commercial register extract does not state your authority to sign.
H	Evidence of your trading authorisation.	Not older than 12 months.	Only if you are based abroad.

Documents to be submitted upon verification/award

The proposed winner shall submit the following documents at the time of verification:

Number	Document	Conditions	When applicable
C	Reference form(s).	The annexes already submitted with the Tender, now signed by the referent.	For all tenderers, regardless of the form of Tender.
N/A	Declaration of joint and several liability.	Registration form and letter of agreement, now co-signed by the members of the partnership.	Only in case of Registration as a partnership.
N/A	Statement regarding third party resources.	A legally signed written declaration of the third party that it will be engaged for this Contract and has and will provide resources.	Only if the tenderer has relied on a third party for technical or professional competence. Or if the tenderer has relied on a third party for financial or economic capacity. See 'Holding statement' if

			<u>the third party is the holding company.</u>
N/A	Holding statement.	Qualifies as 'declaration of third party resources' Legally signed - Statement pursuant to section 2:403 of the Dutch Civil Code. <i>OR:</i> - Corporate guarantee showing that the holding company or the parent group, if the Contract is awarded to the tenderer, fully and unconditionally guarantees compliance with all obligations arising from the Agreement(s) to be concluded for the Contract.	If case the <u>holding company's resources</u> are relied upon (reliance on financial or economic capacity).
N/A	Procurement Code of Conduct*.	Not older than 2 years from the tender deadline.	Each of the companies required to submit a Uniform European Tender Document at the time of Tendering. These are the tenderer, partnership members and third parties.
N/A	Tax Authority statement*.	Not older than 6 months from the tender deadline.	Each of the companies required to submit a Uniform European Tender Document at the time of Tendering. These are the tenderer, partnership members and third parties.
N/A	A copy of the ISO 9001 certificate or equivalent certificate or description of the internal quality system is required.	Valid at the time of execution of the order.	For all tenderers, regardless of the form of Tender.

***In The Netherlands, the application for the certificate of good conduct takes about eight weeks and the Tax Authority declaration about two weeks. You are therefore advised to apply for these statements in good time.**