



Annex 4. Checklist Tenderer

Submit the checklist along with the tender submission

✓	Description	Regarding	Action of the Tenderer
☐	European Single Procurement Document*	Annex 1. European Single Procurement Document	Submit the completed and legally signed document to TenderNed.
☐	Reference data (technical qualifications)	Annex 5. Reference data technical qualifications	Submit to TenderNed.
☐	Your response in accordance with the requirements of the Contracting Authority	Chapter 5. Tender Document	Submit to TenderNed according to the requirements.
☐	The offered prices/rates	Submitted separately as an individual attachment	Submit to TenderNed.
☐	In order to enable the processing of the invoice, you are required to include the following information in your Tender Submission: - Name, address and contact details; - Chamber of Commerce registration number; - Place of establishment as registered with the Chamber of Commerce; - IBAN - Email of the financial administration	Invoicing	Submit to TenderNed.

Submit checklist of supporting documents after provisional award

✓	Description	Regarding	Action of the Tenderer
☐	An extract from the commercial register (not older than 6 months)	Chapter 4.4 Professional/trade register extract	
☐	Statement from the Dutch tax administration (not older than 6 months)	Chapter 4.2 Exclusion grounds	
☐	Statement on Procurement Conduct (GVA)	Chapter 4.2 Exclusion grounds	
☐	Appropriate bank statements or proof of professional liability insurance	Chapter 4.3.1 Financial and economic standing	

*See section 7.3.17 of the tender documents in case of submission as part of a consortium.