



Schola Europaea
European School of Mol
Europawijk 100
2400 Mol

Date: 30/10/2026

TENDER SPECIFICATIONS

Procedure No 2026_07

DIY tools and consumables (Outillage)

Estimated Value: **60.000,00€**

Award method: **best value for money**

Type of contract: **framework contract**

Contracting authority: **European School of Mol (ESMOL)**

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1. SCOPE AND DESCRIPTION OF THE PROCUREMENT

1.1. Contracting authority: who is the buyer?

This call for tenders is launched and managed by the European School Mol, duly represented by the General director of the school, referred to as the contracting authority for the purposes of this call for tenders.

1.2. Subject: what is this call for tenders about?

The subject of this call for tenders is “**2026_07 DIY tools and consumables (Outillage)**”. This includes supplies of materials, tools, hardware, screws, anchors, small machinery, locks, keys, hinges, fasteners, chains, springs, etc. (CPV 44500000-5 — Tools, locks, keys, hinges, fasteners, chain and springs, etc.)

Although the list of financial proposals in the tender is used for the evaluation of bidders, the European School may, in the event of additional requirements, request products with similar characteristics, or products belonging to the same group or family, even if they were not included in the original price list. In such cases, a separate offer will be required, to which the same discount offered in the original tender must be applied.

1.3. Lots: is this call for tenders divided into lots?

This call for tenders is not divided into lots.

1.4. Description: what do we want to buy through this call for tenders?

The purchases that are the subject of this call for tenders, including any minimum requirements, are described in detail below.

1.4.1. Background and objectives

The purpose of this contract is to conclude a framework contract for the supply of materials, tools, hardware, screws, anchors, small machinery, locks, keys, hinges, fasteners, chains, springs, etc. for the European School Mol.

The prices in Neto and in Euro currencies (VAT excluded) indicated must include everything (transport and provision within the school, individual and global packaging, etc.), and the offer discount.

1.4.2. Detailed characteristics of the purchase

The quantities indicated in the basic list are provisional and do not commit the Authority contracting of the European School Mol.

Higher or lower quantities or no quantities may not give rise to compensation. The tenderer undertakes to ensure the supply and quality of the products. Any tender which does not comply with the requirements below will be rejected.

The basic list includes a set of items which must be proposed by the tenderer. Tenderers must, on pain of nullity of their tender, make a tender for all the items included in this basic list. Only one item must be proposed per item.

The supplies offered must meet the MINIMUM technical requirements listed below.

In addition, bidders may **not** submit a bid for only a portion of the required products.

The tenderer must provide **a catalogue or a link to an existing website** presenting all the tooling materials available in its range, including those listed in the price schedule. This catalogue or website must include a detailed description of each material as well as a corresponding photo. In addition, the catalogue must be user-friendly, with options for searching or classifying items, and be available in Dutch and/or English.

One of the essential points of the market is the possibility of selecting products via the catalogue. When drawing up the purchase orders, the requested equipment will be chosen from among all the products offered in the catalogue.

The equipment must be new and delivered in good conditions.

The items will be labelled in accordance with the regulations in force and in particular with the European standard in this area.

Catalogue order:

One of the key points of the market is to be able to select products via catalogue: When drawing up purchase orders, the requested material will be selected from all the products offered in the supplier's catalogue.

Description of the items:

The list of requested items includes a set of items which must be proposed by the tenderer. Tenderers must, on pain of nullity of their tender, make a tender for all the items included in this basic list. **Any product proposed as an alternative to the reference model must be of at least equivalent quality (same standard, same level of practice)**. If an alternative is proposed, the technical specification must be provided by the candidate and demonstrate equivalence.

ELECTRIC AND WORKSHOP TOOLS
Cordless drill/driver, 14.4 V, 13 mm chuck, supplied in a sturdy case.
Cordless drill/driver, 18 V, 5.0 Ah Li-ion.
Rotary hammer, 800 W, drilling capacity 26 mm, supplied in a sturdy case.
Die grinder, 400 W, 6 mm collet, with paddle switch.
Bench grinder, 150 W.
Cordless angle grinder, 125 mm, 18 V Li-ion.
Cordless impact driver, 18 V Li-ion.
Cordless SDS rotary hammer, 18 V Li-ion, with two 5 Ah batteries.
Cordless nailer, 18 V Li-ion.
Cordless reciprocating saw, 18 V.
Plunge-cut circular saw.
Pendulum jigsaw.
Chainsaw.
Blower.
Vacuum blower.

Telescopic hedge trimmer.
Belt sander.
Random orbital sander.
Heat gun.
Cordless rivet gun, 18 V Li-ion, rivet diameter 4.8 mm.
Dewalt-compatible battery, 18 V, 5 Ah.
Construction site light.
Soldering iron, 120 W.
Air compressor, 2,100 W, 10 bar, maximum flow rate 240 l/min.
Replacement belt for HLO215-6 compressor.
Wet and dry vacuum cleaner, 25 L.
Pressure sandblasting machine, HBM 10 or equivalent.
Lithium jump starter, Nomad Power 25 GYS or equivalent.
Standalone 12 V 3-in-1 jump starter, Gyspack Air or equivalent.
Multifunction lifting and clamping tool, Viking Arm or equivalent.
Tap & Go trimmer head, compatible with the existing machine.
Solid beech workbench, 2,000 x 700 x 850 mm.
Mobile trolley, 113 L.
Dehumidifier, Contimac MCR 60 GC or equivalent.
Laser distance meter, measuring range 80 m.
Black aluminium torch.
Electrical tester.
HAND TOOLS
Set of nine long ball-end hex keys.
Short adjustable wrench, size 6.
Hacksaw frame, aluminium.
Hacksaw blades, 300 mm.
Wire stripping and cutting pliers, range 0.02–10 mm².
3-in-1 screwdriver set with five interchangeable blades.
Screwdriver bit set, 28 pieces.
Screwdriver bit and socket set, 43 pieces.
Screwdriver bit set, 1/4 inch, 36 pieces.
Modular plug crimping pliers for RJ11/RJ12 and RJ45 connectors.
Concreters' nippers, 280 mm.
Long-nose pliers, 160 mm.
Water pump pliers, 300 mm.
Utility knife, 18 mm, automatic locking, metal reinforcement.
Utility knife, 25 mm, screw locking.
Mechanic's hammer, 300 g, with protective sleeve.
Set of four stainless steel masonry trowels, 180 x 150 x 1.8 mm.
Set of four stainless steel plastering trowels, 280 x 130 x 0.7 mm, wooden handle.
Pry bar, 750 mm.
Stainless steel drill bit set, 19 pieces.
Titanium-coated HSS step drill bit, 4–32 mm.
HSS-G drill bit set, DIN 338, 1–13 mm, 25 pieces.
CUTTING, GRINDING AND DRILLING CONSUMABLES
Replacement snap-off blades, 18 mm, box of 10.
Replacement snap-off blades, 25 x 0.7 mm.
Flap discs, grit 40, 60 and 80.
Flap discs, 125 mm, grit 60, packs of 10.
Cutting discs for stainless steel, 125 x 1.0 x 22.23 mm.
Stone cutting discs, 125 x 3.2 mm, C36R-BF.
Laser-welded diamond cutting discs for concrete, 125 mm.
HSS-Co pilot drill bit, 7.15 x 105 mm.

SDS-Plus drill bits: 4 x 160; 6 x 160; 8 x 160; 10 x 160; 12 x 160; 12 x 260; 12 x 450; 14 x 160; 14 x 260; 14 x 450; 18 x 600 mm.
SDS-Plus four-cutter drill bits: 6 x 110; 8 x 110; 10 x 110 mm.
SDS-Max drill bits: 18 x 940; 20 x 920; 22 x 920; 25 x 920; 20 x 600; 22 x 600; 25 x 600 mm.
Set of three SDS-Max chisels: flat 400 x 18 mm, pointed 400 x 18 mm, spade 400 x 40 mm.
Circular wire brush with brass wires.
Cup brush with brass wires.
Circular wire brush, 70 x 0.3 x 15 mm.
Welding electrodes for steel, 2.0 x 300 mm.
Welding electrodes for stainless steel, 1.6 x 300 mm, pack of 10.
Mixed welding gas refill, 20 L, for welding steel.
Argon refill for welding aluminium, stainless steel and CuSi, 20 L.
Fuel cells compatible with Paslode Impulse IM65A nailer.
FASTENERS, SCREWS AND ANCHORS
Universal wall plugs: 5 x 25; 10 x 50; 12 x 60 mm.
Metal cavity anchors, HM-S 5 x 65, fixing thickness 24 mm.
Bi-material wall plugs: 6 x 30; 6 x 50; 8 x 50; 8 x 65; 10 x 70; 12 x 70; 14 x 70 mm.
Hammer-in fixings, SMN 6/60 or equivalent.
Long-shaft frame fixings, SXRL 10 x 80 and 8 x 80 mm, boxes of 100.
Hex-head wood screws, DIN reference and dimensions to be confirmed.
Plasterboard screws for timber, type B, 3.9 x 35 mm.
Countersunk screws, diameter 3.5 mm: lengths 20, 25, 30, 40 and 50 mm.
Countersunk screws, diameter 4.0 mm: lengths 16, 20, 25, 30, 40, 50, 60 and 70 mm.
Countersunk screws, diameter 5.0 mm: lengths 30, 40, 50, 60, 70 and 80 mm.
Countersunk machine screws, M4 x 50 mm.
Stainless steel countersunk machine screws, DIN 965: M4 x 10/20/30; M5 x 10/20/30/40; M6 x 10/20/30/40 mm.
Stainless steel fully threaded hex-head bolts, DIN 933: M6 x 10/15/20/25; M8 x 20/25/30/40; M10 x 30/40/50 mm.
Stainless steel nuts, M4, M5, M6, M8 and M10.
Stainless steel cap nuts, M4, M5, M6, M8 en M10.
Zinc-plated flat washers, M6: 6 x 12 x 1 and 6 x 14 x 1 mm.
Stainless steel flat washers: M4, 4 x 12/20/30 x 1 mm; M5, 5 x 12/20/30 x 1 mm.
Stainless steel flat washers: M6, 6 x 12/20/30/40 x 1 mm; M8, 8 x 20/30/40/50 x 1 mm.
Stainless steel flat washers, M10: 10 x 30/40/50 x 2 mm.
DOORS, LOCKS AND SAFETY
Door closer, TS83 EN3-6 BC or equivalent, supplied without arm.
Door closer arms, compatible with TS83.
G-N slide rail and door arm screws.
Stainless steel door stops, 3 x 5 cm.
Combination padlocks, 165/30 and 165/40 or equivalent.
Securx/BLS half masks or equivalent.
BAY filters compatible with the specified half masks.
3M 6500 series half masks or equivalent.
3M 2125 particulate filters or equivalent, compatible with the specified masks.
Thin leather gloves, sizes 10 and 11.
Red work gloves, size 10, packs of 10.
Textile moving blankets for protection during handling.
ADHESIVES, SEALANTS AND PAINTING
Low-expansion polyurethane foam, 750 ml screw-on canisters.
Transparent adhesive sealant, Fix All or equivalent.
Waterproof finishing sealant, Tec7 Xealpro or equivalent, 310 ml.
Chemical anchoring resin, 280 ml.
Grey silicone sealant, 300 ml.
White neutral sanitary silicone sealant, 300 ml.
Filler, 330 g.

White satin sealer primer, 0.4 L.
Rectangular paint buckets, 12 L.
Disposable liners for 12 L paint buckets.
PVC packaging tape, 4124 or equivalent.
Double-sided adhesive tape.
Pink masking tape, 50 m, widths 19 and 50 mm.
Tape, 25 x 50 mm, reference CL04.
Black PVC tape, 50 mm x 33 m.
Warning tape, 100 m x 5 cm.
Red and white construction site warning tape, 70 mm x 500 m.
Multipurpose maintenance spray, 500 ml.
Acid descaler, ROCAL Acid Plus or equivalent, 10 kg.
GARDEN HOSE, PLUMBING AND WHEELS
Plastic garden hose tap connectors, 20 x 27 and 26 x 34 mm.
Double-male connector for automatic hose couplings.
Plastic hose repair connector, diameter 15 mm.
Quick hose couplings, for 13/15 mm hoses.
Pneumatic wheels, 260 x 85 mm, 16 mm bore, 54 mm hub.
Pneumatic replacement wheels compatible with 137TA1820.
Pneumatic wheels, 5.1 x 25.4 cm, for trolleys or wheelbarrows.
T50 staples, 10 mm, box of 1,250.

Additionally, the European School may request other types of items related to these product ranges or families. In such cases, the bidder must apply the same discount rate that they have offered for this tender.

Method of ordering

All orders for supplies must be the subject of one or more purchase orders.

Orders are placed as and when the contracting authority needs by order form sent to the contractor, in particular by email. Purchase orders may be issued until the last day of the contract.

In the event of exhausted supplies requested on the purchase order, the contractor is required to notify the contracting authority as soon as possible, in particular by telephone or email; and to provide an equivalent product. The supplier follows up on orders by indicating the reason for non-supply for each item ordered; By ensuring the return and/or exchange of items in the event of a delivery error or deteriorated items; By managing and monitoring items awaiting delivery.

For each order, the price and the applicable discount for the product family group, as offered in the economic bid proposal, will be included. Consequently, the final price applied to the purchase order will be the net price, calculated after the discount has been applied.

1.5. Place of performance: where will the contract be performed?

The supplies will be delivered at the European School of Mol (Europawijk, 100.- 2400 Mol (België)

Incoterm: All materials will be delivered and placed at the location specified by contracting authority. Free of any charge for all transport, customs duties, transshipment insurance, delivery ready-to use, unpacking and installation, etc.

Only if the contracted supplier's point of sale is located within a 10-15-km radius of the European School Mol, may the school's technical team personally collect the supplied materials, so no additional transportation costs will be incurred.

1.6. Nature of the contract: how will the contract be implemented?

The procedure will result in the conclusion of a single framework contract.

A framework contract (FWC) establishes a mechanism for future repetitive purchases by the contracting authority to be awarded in the form of specific contracts¹. The signature of a framework contract does not impose an obligation on the contracting authority to conclude specific contracts with a framework contractor.

The single framework contract will be concluded with one contractor. Specific contracts shall be awarded on the basis of the terms laid down in the framework contract, refined or, in duly justified circumstances, supplemented to reflect the particular circumstances of the specific contract. The details are set out in the draft contract.]

Tenderers need to take full account of the full set of procurement documents, including the provisions of the draft contract as the latter will define and govern the contractual relationship to be established between the contracting authority and the successful tenderer. Special attention is to be paid to the provisions specifying the rights and obligations of the contractor, in particular those on payments, performance of the contract, confidentiality, and checks and audits.

1.7. Volume and value of the contract: how much do we plan to buy?

The maximum total amount of all purchases under this call for tenders is **SIXTY THOUSAND EUROS (60.000,00€)**. The volumes/values of the purchases over the entire duration of the contract are specified in Section 1.4 of these specifications.

An indicative estimate of the volumes to be ordered over the whole duration of the framework contract is given in the financial model in *Annex 4*. These volumes are estimates only and there is no commitment as to the exact quantities to be ordered. The actual volumes will depend on the quantities, which the contracting authority will order through purchase orders (PO). In any case, the *framework contract ceiling*, i.e. the maximum amount to be spent under the framework contract, shall not be exceeded.

The *framework contract ceiling* shall be determined by the total amount of the successful tenderer's financial tender for the overall estimated volume of purchases, corresponding to the maximum duration of the framework contract, increased by a reserve of 10 % to cover price indexation and unforeseen needs.

1.8. Duration of the contract: how long do we plan to use the contract?

The framework contract resulting from this call for tenders will be concluded for at most 12 months, months tacitly renewable 3 times for successive periods of 12 months, i.e. **48 months maximum**.

Electronic exchange system: can exchanges under the contract be automated?

For all exchanges with the contractor during the implementation of the framework contract resulting from this call for tenders as well as for future possible subsequent proceedings, including, but not limited to, for the purposes of EDES ([European Union's Early Detection and Exclusion System](#)), the contracting authority may use an electronic exchange system meeting the requirements of Article 151 of the Financial Regulation. At the request of the contracting authority, the use of

such a system shall become mandatory for the contractor at no additional cost for the contracting authority. Details on specifications, access, terms and conditions of use will be provided in advance.

1.9. Other provisions

1.9.1. Fraud prevention and detection

The contractor must assist the contracting authority in its efforts on fraud prevention and detection.

The contractor undertakes to impose the fraud prevention obligations upon its subcontractors and personnel in the relevant contracts signed with them. Upon request, the contractor must provide evidence to the contracting authority that those obligations have been included in the relevant agreements with its subcontractors and personnel.

1.9.2. Environmental considerations

Environmental considerations shall be taken into account by the contractor throughout the complete life cycle of providing products or services in the implementation of the contract.

1.9.3. Equal opportunities

The contractor shall observe a policy on the promotion of equality and diversity in the implementation of the contract, by applying the principles of non-discrimination and equality set out in the EU Treaties in full and in their entirety.

In the implementation of the contract, the contractor shall establish, maintain and promote an open and inclusive working environment which respects human dignity and the principles of equal opportunities, especially through the removal of all obstacles to recruitment and all potential discrimination based on sex, race, colour, ethnic or social origin, genetic features, language, religion or belief, political or any other opinion, membership of a national minority, property, birth, disability, age or sexual orientation.

2. GENERAL INFORMATION ON TENDERING

2.1. Legal basis: what are the rules?

This call for tenders is governed by the provisions of [the Financial Regulation of the European Schools](#) and the [Regulation \(EU, Euratom\) 2024/2509 applicable to the general budget of the European Union](#).

The contracting authority has chosen to award the contract resulting from this call for tenders through a low value negotiated procedure pursuant to Article 167(1) (d) of the Financial Regulation.

2.1.1. Joint tenders

A joint tender is a situation where a tender is submitted by a group (with or without legal form) of economic operators regardless of the link they have between them in the group. The group as a whole is considered a tenderer².

All group members assume joint and several liability towards the contracting authority for the performance of the contract as a whole.

Group members must appoint from among themselves a group leader (the group leader) as a single point of contact authorised to act on their behalf in connection with the submission of the tender and all relevant questions, clarification requests, notifications, etc., that may be received during the evaluation, award and until the contract signature. All group members (including the group leader) must sign an Agreement/Power of attorney drawn up in the model attached in ***Annex 3***.

The joint tender must clearly indicate the role and tasks of each group member, including those of the group leader who will act as the contracting authority's contact point for the contract's administrative or financial aspects and operational management. The group leader will have full authority to bind the group and each of its members during contract execution.

If the joint tender is successful, the contracting authority shall sign the contract with the group leader, authorised by the other members to sign the contract also on their behalf via the Agreement/Power of attorney drawn up in the model attached in ***Annex 3***.

Changes in the composition of the group during the procurement procedure (after the deadline for submission of tenders and before contract signature) shall lead to rejection of the tender, with the exception of the following case[s]:

- case of a merger or takeover of a group member (universal succession), provided that the following cumulative conditions are fulfilled:
 - the new entity is not subject to restrictive measures, has access to procurement (see Section 2.2) and is not in an exclusion situation (see Section 3.1),
 - all the tasks assigned to the former entity are taken over by the new entity member of the group,
 - the group meets the selection criteria (see Section 3.2),
 - the change must not make the tender non-compliant with the procurement documents,

² References to *tenderer* or *tenderers* in this document shall be understood as covering both sole tenderers and groups of economic operators submitting a joint tender.

- the terms of the originally submitted tender are not altered substantially and the evaluation of award criteria of the originally submitted tender are not modified,
- the new entity undertakes to replace the former entity for the implementation of the contract, in case of an award.

2.1.2. Subcontracting

Subcontracting is the situation where the contractor enters into legal commitments with other economic operators, which will perform part of the contract on its behalf. The contractor retains full liability towards the contracting authority for performance of the contract as a whole.

The following shall not be considered subcontracting:

- a) Use of workers posted to the contractor by another company owned by the same group and established in a Member State (“intra-group posting” as defined by Article 1, 3, (b) of [Directive 96/71/EC concerning the posting of workers in the framework of the provision of services](#)).
- b) Use of workers hired out to the contractor by a temporary employment undertaking or placement agency established in a Member State (“hiring out of workers” as defined by Article 1, 3, (c) of [Directive 96/71/EC concerning the posting of workers in the framework of the provision of services](#)).
- c) Use of workers temporarily transferred to the contractor from an undertaking established outside the territory of a Member State and that belongs to the same group (“intra-corporate transfer” as defined by Article 3, (b) of [Directive 2014/66/EU on the conditions of entry and residence of third-country nationals in the framework of an intra-corporate transfer](#)).
- d) Use of staff without employment contract (“self-employed persons working for the contractor”), without the tasks of the self-employed persons being particular well-defined parts of the contract.
- e) Use of suppliers and/or transporters by the contractor, in order to perform the contract at the place of performance, unless the economic activities of the suppliers and/or the transporting services are within the subject of this call for tenders (see Section 1.4).
- f) Performance of part of the contract by members of an EEIG (European Economic Interest Grouping), when the EEIG is itself a contractor or a group member.

The persons mentioned in points a), b), c) and d) above will be considered as “personnel” of the contractor as defined in the contract.

All contractual tasks may be subcontracted unless the procurement documents expressly reserve the execution of certain critical tasks to the sole tenderer itself, or in case of a joint tender, to a group member.

By filling in the form available in **Annex 4** (List of identified subcontractors), tenderers are required to give an indication of the proportion of the contract that they intend to subcontract, as well as to identify and describe briefly the envisaged contractual roles/tasks of subcontractors meeting any of these conditions (hereafter referred to as *identified subcontractors*):

- subcontractors on whose capacities the tenderer relies upon to fulfil the selection criteria as described under Section 3.2;
- subcontractors whose intended individual share of the contract, known at the time of submission, is above 10 %.

Any such subcontractor must provide the tenderer with a commitment letter drawn up in the model attached in **Annex 5.1** and signed by its authorised representative.

* Each tenderer shall identify *such* subcontractors and provide the commitment letters with its tender. The information must be true and correct at the time of submitting the tender. Any changes or additions regarding the envisaged subcontractors after the deadline for submission of tenders must be justified to the contracting authority.

The above rules apply also where the economic operators, which will perform part of the contract on behalf of a successful tenderer, belong to the same economic/corporate group as the sole tenderer or a member of the group submitting the joint tender.

Changes concerning subcontractors identified in the tender (withdrawal/replacement of a subcontractor, additional subcontracting) during the procurement procedure (after the submission deadline and before contract signature) require the prior written approval of the contracting authority subject to the following verifications:

- any new subcontractor is not subject to restrictive measures, is not the addressee of a decision prohibiting the award of the contract for having received foreign subsidies distorting the internal market, has access to procurement if the rules on access to procurement apply also to subcontractors (see Section 2.2) and is not in an exclusion situation (see Section 3.1),
- the tenderer still fulfils the selection criteria, and the new subcontractor fulfils the selection criteria applicable to it individually, if any;
- the terms of the originally submitted tender are not substantially altered, i.e. all the tasks assigned to the former subcontractor are taken over by another involved entity, the change does not make the tender non-compliant with the tender specifications, and the evaluation of the award criteria of the originally submitted tender is not modified.

Subcontracting to subcontractors identified in a tender that was accepted by the contracting authority and resulted in a signed contract, is considered authorised.

2.1.3. Entities (not subcontractors) on whose capacities the tenderer relies on to fulfil the selection criteria

In order to fulfil the selection criteria a tenderer may also rely on the capacities of other entities (that are not subcontractors), regardless of the legal nature of the links it has with them. It must in that case prove that it will have at its disposal the resources necessary for the performance of the contract by producing a commitment letter in the model attached in **Annex 5.2**, signed by the authorised representative of such an entity, and the supporting evidence that those other entities have the respective resources³.

* The above rules apply also where the economic operators on whose capacities the tenderer relies on to fulfil the selection criteria (that are not subcontractors) belong to the same economic/corporate group as the sole tenderer or a member of the group submitting the joint tender.

³ This does not apply to subcontractors on whose capacity the tenderer relies to fulfil the selection criteria – for these the documentation required for subcontractors must be provided.

2.1.4. Rules common to subcontractors and entities (not subcontractors) on whose capacities the tenderer relies on to fulfil the selection criteria

If a successful tenderer intends to rely on another entity to meet the minimum levels of economic and financial capacity, the contracting authority may require the entity to sign the contract or, alternatively, to provide a joint and several first-call financial guarantee for the performance of the contract.

With regard to technical and professional selection criteria, a tenderer may rely on the capacities of other entities only when these entities will perform the works or services for which these particular capacities are required. In such cases, they will either assume the role of subcontractors, or, where the exceptions listed in Section 2.4.2 are applicable, they will assume the role of entities on whose capacities the tenderer relies to fulfil the selection criteria without being subcontractors.

* Relying on the capacities of other entities is only necessary when the capacity of the tenderer is not sufficient to fulfil the required minimum levels of capacity. Abstract commitments that other entities will put resources at the disposal of the tenderer will be disregarded.

3. EVALUATION AND AWARD

The evaluation of the tenders that comply with the submission conditions will consist of the following elements:

- Check if the tenderer has access to procurement (see Section 2.2);
- Verification of administrative compliance (if the tender is drawn up in one of the official EU languages and the required documents signed by duly authorised representative(s) of the tenderer);
- Verification of non-exclusion of tenderers on the basis of the exclusion criteria;
- Selection of tenderers on the basis of selection criteria;
- Evaluation of tenders: compliance with the requirements of the procurement documents and on the basis of the award criteria;
- Verification if the tenderer including any subcontractor is not subject to EU restrictive measures (see Section 2.2) or any other rejection grounds from the award procedure.

Any economic operator participating in this public procurement procedure who is subject to the requirement of notification or declaration under Regulation (EU) 2022/2560 must not be the addressee of a decision prohibiting the award of the contract for having received foreign subsidies distorting the internal market, adopted by the Commission in accordance with paragraph 3 of Article 143 of the Financial Regulation.

The contracting authority will evaluate the abovementioned elements in the order that it considers to be the most appropriate.

If the evaluation of one or more elements demonstrates that there are grounds for rejection, the tender will be rejected and will not be subjected to full evaluation. The rejected tenderers will be informed of the ground for rejection without being given any feedback on the non-assessed content of their tenders. The ranked tenderers will have access to information on the relative advantages of the successful tenderer(s) and its (their) total financial offer amount, if they request so in writing after being informed of the result of the procedure. This will be without the prejudice to further checks and to the provision of supporting documents on exclusion and/or selection criteria if the contract cannot be signed with the presumed winner(s). Only the tenderer for whom the verification of all elements did not reveal grounds for rejection can be awarded the contract resulting from this call for tenders.

The evaluation will be based on the information and evidence contained in the tenders and, if applicable, on additional information and evidence provided at the request of the contracting authority during the procedure. If any of the declarations or information provided proves to be false, the contracting authority may impose administrative sanctions (exclusion or financial penalties) on the entity providing the false declarations/information.

For the purposes of the evaluation related to exclusion and selection criteria the contracting authority may also refer to publicly available information, in particular evidence that it can access on a national database free of charge.

3.1. Exclusion criteria

The objective of the exclusion criteria is to assess whether the tenderer is in any of the exclusion situations listed in Article 138(1) of the Financial Regulation.

Tenderers found to be in an exclusion situation will be rejected.

As evidence of non-exclusion, each tenderer⁴ needs to submit with its tender a Declaration on Honour⁵ in the model available in *Annex 2*.⁶ The declaration must be signed by an authorised representative of the entity providing the declaration. Where the declaration has been signed by hand, the original does not need to be submitted to the contracting authority, but the latter reserves the right to request it from the tenderer at any time during the record-keeping period specified in Section 4.3.

The initial verification of non-exclusion of tenderers will be done on the basis of the submitted declarations and consultation of the [European Union's Early Detection and Exclusion System](#).

Evidence will be requested only from the presumed successful tenderer before the award decision, without prejudice to the possibility for the contracting authority to ask any tenderer at any moment during the procedure⁷ to submit an updated declaration or all or part of the supporting documents where this is necessary to ensure the proper conduct of the procedure.

The contracting authority may also request information on natural or legal persons that are members of the administrative, management or supervisory body or that have powers of representation, decision or control, including legal and natural persons within the ownership and control structure and beneficial owners, and appropriate evidence that none of those persons are in one of the exclusion situations referred to in Section A point (1) (c) to (f) of the Declaration on Honour.

All tenderers are **invited to prepare in advance the documentary evidence**, since they may be requested to provide such evidence within a short deadline.]

* If the tenderer does not provide valid documentary evidence within the deadlines set by the contracting authority, the latter reserves the right to reject the tender. In any event, in case a tenderer proposed for the award of the contract fails to comply with the above evidence requirement, its tender will be rejected, unless the tenderer can justify the failure on the grounds of material impossibility to provide such evidence.

Annex 1 specifies which of the involved entities participating in a tender need to provide the Declaration on Honour and, when requested by the contracting authority, the supporting evidence.

⁴ See Annex 1 which of the involved entities participating in a tender need to provide the Declaration on Honour.

⁵ The European Single Procurement Document (ESPD) may not be used yet in European Commission's calls for tenders.

⁶ Unless the same declaration has already been submitted for the purposes of another award procedure of the European Commission, the situation has not changed, and the time elapsed since the issuing date of the declaration does not exceed one year.

⁷ The obligation to provide the supporting evidence will be waived in the following situations:

- if the same documents have already been provided in a previous award procedure of the European Commission, have been issued no more than one year before the date of their request by the contracting authority and are still valid at that date;
- if such evidence can be accessed by the contracting authority on a national database free of charge, in which case the economic operator shall provide the contracting authority with the internet address of the database and, if needed, the necessary identification data to retrieve the document;
- if there is a material impossibility to provide such evidence.

Please note that a request for evidence in no way implies that the tenderer has been successful.

3.2. Selection criteria

The objective of the selection criteria is to assess whether the tenderer has the legal, regulatory, economic, financial, technical and professional capacity to perform the contract.

The selection criteria for this call for tenders, including the minimum levels of capacity, the basis for assessment and the evidence required, are specified in the following subsections.

Tenders submitted by tenderers not meeting the minimum levels of capacity will be rejected.

When submitting its tender each tenderer shall declare on honour that it fulfils the selection criteria for this call for tenders. The model Declaration on Honour available in **Annex 2** shall be used.

The initial assessment of whether a tenderer fulfils the selection criteria will be done on the basis of the submitted declaration(s).

The subsections below specify which selection criteria evidence must be provided with the tender or may be requested later, at any time during the procurement procedure, within a deadline given by the contracting authority⁸.

The evidence must be provided in accordance with the applicable basis for assessment of each criterion: in case of a consolidated assessment – only by the involved entities who contribute to the fulfilment of the criterion, and in case of individual assessment – by each entity to whom the criterion applies individually.

Evidence will be requested only from the presumed successful tenderer before the award decision, without prejudice to the possibility for the contracting authority to ask tenderers at any moment during the procedure to submit an updated declaration or all or part of the supporting documents where this is necessary to ensure the proper conduct of the procedure.]

In case not all selection criteria evidence is requested with the tender, all tenderers are **invited to prepare in advance the documentary evidence**, since they may be requested to provide such evidence within a short deadline. In any event, the tenderer proposed by the evaluation committee for the award of the contract will be requested to provide such evidence.

* If the tenderer does not provide valid documentary evidence within the deadlines set by the contracting authority, the contracting authority reserves the right to reject the tender. In any event, in case a tenderer proposed for the award of the contract fails to comply with the above evidence requirement, its tender will be rejected, unless there is a ground for a waiver.

⁸ The obligation to provide the supporting evidence will be waived in the following situations:

- if the same documents have already been provided in a previous award procedure of the European Commission and are still up-to-date;
- if such evidence can be accessed by the contracting authority on a national database free of charge, in which case the economic operator shall provide the contracting authority with the internet address of the database and, if needed, the necessary identification data to retrieve the document.

Please note that a request for evidence in no way implies that the tenderer has been successful.

3.2.1. Legal and regulatory capacity

Tenderers can be natural or legal persons. Tenderers are not obliged to take a specific legal form in order to submit their tenders.

Where tenderers submit a tender through an entity, which lacks legal personality (e.g., a branch), the compliance with the exclusion criteria, selection criteria, the rules on access to procurement as well as the absence of restrictive measures shall be assessed at the level of the tenderers.

Tenderers do not need to prove specific legal and regulatory capacity to perform the contract.

3.2.2. Economic and financial capacity

Tenderers must comply with the following selection criteria in order to prove that they have the necessary economic and financial capacity to perform the contract.

Criterion F1	
Minimum level of capacity	Average yearly turnover of the last two financial years above 15.000,00€
Evidence	Copy of the profit and loss accounts and balance sheet for the last three years for which accounts have been closed from each concerned involved entity, or, failing that, appropriate statements from banks. The most recent year must have been closed within the last 18 months.

* The evidence of economic and financial capacity does not need to be provided with the tender but may be requested by the contracting authority at any time during the procedure.

3.2.3. Technical and professional capacity

* With regard to technical and professional selection criteria, a tenderer may only rely on the capacities of other entities where the latter will perform the works or services for which these capacities are required. The entity on whose capacity the tenderer relies on will either assume the role of a subcontractor or fall within the exceptions listed in Section 2.4.2.

Tenderers must comply with the following selection criteria in order to prove that they have the necessary technical and professional capacity to perform the contract:

Criterion T1	
The tenderer must prove your experience in the field supplies of DYI material.	
Minimum level of capacity	At least 2 similar projects (because of their scope and complexity) carried out in the five (5) years preceding the deadline for submission of tenders, with a minimum value for each of these projects of 7.500,00€.
Evidence	A list of projects respecting the minimum capacity level. The project's start and end dates, their total value and scope, the role played and the amount invoiced. In the

	<p>case of projects still ongoing, only the part carried out during the reporting period will be considered.</p> <p>The contracting authority can request and contact customers' declarations as supporting documents for each project reference for customer declarations.</p>
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* The evidence of technical and professional capacity does not need to be provided with the tender but may be requested by the contracting authority at any time during the procedure.

* Involved entities (see Section 2.4) (and all subcontractors, including those which do not need to be identified in the tender (see Section 2.4.2), must not be subject to professional conflicting interests which may negatively affect the contract performance. Where the contracting authority has established such conflicting interests, it may conclude that the tenderer or an involved entity does not possess the required professional capacity to perform the contract to an appropriate quality standard.

The presence of conflicting interests shall be examined during the evaluation phase based on the statements made through the Declarations on Honour and, where applicable, the commitment letters (***Annex 5.1 and Annex 5.2***).

The presence of conflicting interests shall be examined also on the basis of the following information:

1. Personal or Financial Interest: If any employee or staff member of the European School has a direct interest in the matter, stands to benefit or be harmed by the decision, or has a relationship with any of the participating companies or candidates.
2. Family Connections: Having a marital bond, equivalent de facto relationship, or kinship by blood (consanguinity up to the fourth degree) or marriage (affinity up to the second degree) with any of the candidates or interested entrepreneurs.
3. Close Friendship or Open Enmity: Maintaining a close relationship or an obvious and public hostility with any of the decision-making members involved in awarding the contract.
4. Professional or Service Relationship: Having provided professional services to the interested parties within the last two years or currently having a direct employment relationship.
5. Prior Involvement in the Process: Having previously participated in the drafting or preparation of the technical specifications for the tender.

When evaluating the tenders submitted in the present procedure for the award of framework contract, the contracting authority may consider the risk of professional conflicting interests with reference to the nature and subject of the specific contracts under the framework contract.

Further details and obligations concerning professional conflicting interests are set out in the draft contract.

3.3. Evaluation of the tenders

3.3.1. Compliance with the requirements specified in the procurement documents

By submitting a tender, a tenderer commits to perform the contract in full compliance with the terms and conditions of the procurement documents for this call for tenders. Particular attention

is drawn to the minimum requirements specified in Section 1.4 of these specifications and to the fact that tenders must comply with applicable data protection, environmental, social and labour law obligations established by Union law, national legislation, collective agreements or the international environmental, social and labour conventions listed in Annex X to Directive 2014/24/EU.

The minimum requirements shall be observed throughout the entire duration of the contract. Compliance with these requirements is mandatory and cannot be subject to any assumptions, limitations, conditions, or reservations on the part of a tenderer.

*** Tenders that are not compliant with the applicable minimum requirements shall be rejected.**

3.3.2. Award criteria

Tenders, will be evaluated based on the following award criteria and their weighting:

CRITERIA	WEIGHT	EVALUATION SYSTEM
Cr.1: Variety and quality of the products included in the catalogue or web-shop.	10,00%	Valuation through the application of value judgments.
Cr.2. Prices	70,00%	Through the automatic application of mathematical formula
Cr. 3. Discounts	20,00%	

C1.- VARIETY AND QUALITY OF THE PRODUCTS INCLUDED IN THE CATALOGUE OR WEB-SHOP.	WEIGHT
<p>The tenderer must provide a catalogue or a link to an existing website presenting all the tooling materials available in its range, including those listed in the price schedule. This catalogue or website must include a detailed description of each material, and optionally a corresponding photo. In addition, the catalogue must be user-friendly, with options for searching or classifying items, and be available in Dutch and/or English.</p> <p>The committee will take into account:</p> <ol style="list-style-type: none"> 1) the extent to which the catalogue covers the specific requirements of the contract; 2) a relevant variety of sizes, materials, presentations, and formats; 3) documented options that are compatible with the equipment or components and the needs of the European School; and 4) clear references, technical data sheets, and a verifiable correspondence between the product and the catalogue. <p>In this section, the bidder must obtain a minimum of 5,00 points to be able to continue being evaluated on the criteria through the application of mathematical formulas.</p> <p>Those who do not submit the technical proposal (catalogue or a link to an existing website) will receive 0,00 points.</p>	10,00%

CRITERIA C2: PRICE	WEIGHT
<p>The price used for evaluation is the total price (Cell I154) of the tender, meeting all the requirements set out in the Specifications.</p> <p>The offer with the lowest price of the requested items will be awarded 70,00 points.</p> <p>Other offers will receive a number of points corresponding to the quotient:</p>	70,00%

$\text{Score} = X \text{ points} \times \left(\frac{\text{Best Offer}}{\text{Offer considered}} \right)$ <p>According to the follow breakdown:</p> <ul style="list-style-type: none"> - Electric and workshop tools: Max. 21,00 points - Hand tools: Max: 7,00 points - Cutting, grinding and drilling consumables: Max: 10,50 points - Fasteners, screws and anchors: 10,50 points - Doors, locks and safety: Max. 10,50 points - Adhesives, sealants and painting: Max. 7,00 points - Garden hose, plumbing and wheels: Max. 3,50 points 	
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CRITERIA C3: DISCOUNTS	WEIGHT
<p>The offer with the highest catalogue discount will be awarded 20 points. The other offers will receive a number of points corresponding to the quotient:</p> $\text{Score} = X \text{ points} \times \left(\frac{\text{Offer considered}}{\text{Best Offer}} \right)$ <p>According to the follow breakdown:</p> <ul style="list-style-type: none"> - Electric and workshop tools: Max. 6,00 points - Hand tools: Max: 2,00 points - Cutting, grinding and drilling consumables: Max: 3,00 points - Fasteners, screws and anchors: 3,00 points - Doors, locks and safety: Max. 3,00 points - Adhesives, sealants and painting: Max. 2,00 points - Garden hose, plumbing and wheels: Max. 1,00 points 	20,00%

3.3.3. Award (ranking of tenders)

Tenders shall be ranked according to the best price-quality ratio in accordance with the formula below:

$$C1 + C2 + C3.$$

3.3.3.1. Tie-breaking Criteria.

Should the outcome of the formula lead to two or more tenders with the same result, the tenderer who has been awarded the highest marks for quality will be deemed to be the most economically advantageous tender. This approach will continue to be applied to each of the award criteria in the descending order listed in below until a most economically advantageous tender can be determined:

If the price proposed in the tender appears to be abnormally low (Greater than 25% of the arithmetic average of all the offers received and accepted), the Contracting authority may reject the tender under the conditions set out in point 23 of Annex 1.6 to the EU Financial Regulation.

Where, on the basis of the parameters established in the award criteria, a tender is identified as abnormally low, the tenderer concerned shall be granted a period of five working days to submit appropriate justifications demonstrating the feasibility of its offer under the proposed conditions.

Upon receipt of such justifications, the Evaluation Committee shall request a detailed technical assessment, typically from the official(s) responsible for drafting the technical specifications, the project documentation, or the economic analysis of the contract, or jointly from all of them, in order to thoroughly examine the grounds invoked by the tenderer in support of its pricing.

In light of the explanations provided by the tenderers whose bids have been classified as abnormally low, together with the corresponding technical assessment, the Evaluation Committee shall submit a reasoned recommendation to the contracting authority regarding the acceptance or rejection of the tender.

In light of the justifications from the contractors whose bids have been classified as disproportionate and the technical report analysing them, the Evaluation Committee will make a reasoned recommendation to the contracting authority regarding the acceptance or exclusion of the bid.

4. FORM AND CONTENT OF THE TENDER

4.1. Form of the tender: how to submit the tender?

Tenders are to be submitted according to the instructions laid down in the Invitation to tender letter.

* Make sure you prepare and submit your tender early enough to ensure it is received within the deadline specified in the Invitation to tender. A tender received after this deadline will be automatically rejected due to irregularity.

4.2. Content of the tender: what documents to submit with the tender?

The documents to be submitted with the tender are

Annex 1 and 2.

Annex 3 Technical tender.

The technical tender must provide all the information (Annex 3) needed to assess the compliance with Section 1.4 of these specifications and the award criteria. Tenders deviating from the minimum requirements or not covering all the requirements may be rejected since non-compliance and not evaluated further.

Annex 4 Financial tender.

A complete financial tender, including the breakdown of the price, needs to be submitted. For this purpose, the Financial Model in ***Annex 4*** shall be used.

The financial tender shall be:

- expressed in euros. Tenderers from countries outside the euro zone have to quote their prices in euro. The price quoted may not be revised in line with exchange rate movements. It is for the tenderer to bear the risks or the benefits deriving from any variation.
- quoted free of all duties, taxes and other charges, i.e. also free of VAT.

Belgian European Schools are exempt from Value Added Tax (VAT) for the supply of goods and services in Belgium **exceeding 123,95 €** in application of article 42 §3, paragraph 1, 4° of the VAT Code, the prices offered must be mentioned as exempt from this tax. The potential contractor must ensure that all his invoices bear the words "Exemption from VAT. Article 42 §3, paragraph 1, 4° of the VAT. The European School will send the provider the 450 or 151 certificates, depending on whether the provider is Belgian or foreign.

4.3. Signature policy: how can documents be signed?

Where a document needs to be signed, the signature must be either hand-written or, preferably, a qualified electronic signature (QES) as defined in [Regulation \(EU\) No 910/2014 on electronic identification and trust services for electronic transactions in the internal market \(the eIDAS Regulation\)](#).

All documents must be signed by the signatories (when they are individuals) or by their duly authorised representatives.

For the following documents, when signed by representatives, tenderers must provide evidence for the delegation of the authorisation to sign:

- The Declaration on Honour of the tenderer (in case of a joint tender – the Declarations on Honour of all group members);
- (in the case of a joint tender) the Agreement/Power(s) of attorney drawn up using the model attached in ***Annex 3***.

The delegation of the authorisation to sign on behalf of the signatories (including, in the case of proxy(-ies), the chain of authorisations) must be evidenced by appropriate written evidence (copy of the notice of appointment of the persons authorised to represent the legal entity in signing contracts (together or alone), or a copy of the publication of such appointment if the legislation which applies to signatory requires such publication or a power of attorney). A document that the contracting authority can access on a national database free of charge does not need to be submitted if the contracting authority is provided with the exact internet link and, if applicable, the necessary identification data to retrieve the document.

4.4. Confidentiality of tenders: what information and under what conditions can be disclosed?

Once the contracting authority has opened a tender, it becomes its property and shall be treated confidentially, subject to the following:

- For the purposes of evaluating the tender and, if applicable, implementing the contract, performing audits, benchmarking, etc., the contracting authority is entitled to make available (any part of) the tender to its staff and the staff of other Union institutions, bodies and agencies, as well to other persons and entities working for the contracting authority or cooperating with it, including contractors or subcontractors and their staff, provided that they are bound by an obligation of confidentiality.
- After the signature of the award decision the contracting authority shall inform each tenderer who is not rejected and who make a request in writing of the name of the tenderer to whom the contract is awarded, the characteristics and relative advantages of the successful tender and its total financial offer amount. The contracting authority may decide to withhold certain information that it assesses as being confidential, in particular where its release would prejudice the legitimate commercial interests of economic operators or might distort fair competition between them. Such information may include, without being limited to, confidential aspects of tenders such as unit prices included in the financial tender, technical or trade secrets⁹.
- The contracting authority may disclose the submitted tender in the context of a request for public access to documents, or in other cases where the applicable law requires its disclosure. Unless there is an overriding public interest in disclosure¹⁰, the contracting authority may refuse to provide full access to the submitted tender, redacting the parts (if

⁹ For the definition of trade secrets please see Article 2 (1) of [Directive \(EU\) 2016/943 on the protection of undisclosed know-how and business information \(trade secrets\) against their unlawful acquisition, use and disclosure](#).

¹⁰ See Article 4 (2) of the [Regulation \(EC\) No 1049/2001 regarding public access to European Parliament, Council and Commission documents](#).

any) that contain confidential information, the disclosure of which would undermine the protection of commercial interests of the tenderer, including intellectual property.

* The contracting authority will disregard general statements that the whole tender or substantial parts of it contain confidential information. Tenderers need to mark clearly the information they consider confidential and explain why it may not be disclosed. The contracting authority reserves the right to make its own assessment of the confidential nature of any information contained in the tender.

5. PROCESSING OF PERSONAL DATA

Any personal data included in or relating to the TENDER, including its implementation, shall be processed in accordance with Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC. Such data shall be processed solely for the purposes of the monitoring of the tender by the data controller.

Tenderers or any other person whose personal data is processed by the data controller in relation to this contract has specific rights as a data subject under Regulation (EU) 2016/679, in particular the right to access, rectify or erase their personal data and the right to restrict or, where applicable, the right to object to processing or the right to data portability.

Should tenderers or any other person whose personal data is processed in relation to this contract have any queries concerning the processing of its personal data, it shall address itself to the data controller: **The European School Mol**, duly represent in the position of the **General Director**.

They may also address themselves to the Data Protection Officer of the data controller. They have the right to lodge a complaint at any time to the [National Data protection Authority](#).

The full version of the applicable privacy statement is available at <https://www.esmol.be/en/procurements/2030-12-31/supplier-privacy-statement>

ANNEXES

Annex 1.3. Agreement/Power of attorney

Call for tenders XXX/XX/XX/20XY/XYZ - [Lot X]

[TITLE OF THE PROCEDURE]

AGREEMENT/POWER OF ATTORNEY

The undersigned:

[- Signatory 1 (Name, Function, Legal entity name, Registered address, VAT Number)]

- Signatory 2 (Name, Function, Legal entity name, Registered address, VAT Number)

- ...

- Signatory N (Name, Function, Legal entity name, Registered address, VAT Number)]

having the legal capacity required to act on behalf of the entities they represent,

HEREBY AGREE TO THE FOLLOWING:

- 1) To submit a joint tender (the tender) as members of a group of tenderers (the group), constituted by *[Insert names of Legal entity 1, Legal entity 2, ... Legal entity N – the name of the group leader must be included here!]* (the group members), and led by *[Insert name of Legal entity 1]* (the group leader), in accordance with the conditions of the procurement documents and the terms of the tender to which this Agreement/Power of attorney is attached.
- 2) If the contracting authority awards a contract resulting from this call for tenders (the contract) to the group on the basis of the tender to which this Agreement/Power of attorney is attached, all group members (including the group leader) shall be considered parties to the contract in accordance with the following conditions:
 - (a) All group members (including the group leader) shall be jointly and severally liable towards the contracting authority for the performance of the contract.
 - (b) All group members (including the group leader) shall comply with the terms and conditions of the contract and ensure the proper delivery of their respective share of the services and/or supplies subject to the contract.
- 3) Payments by the contracting authority related to the services and/or supplies subject to the contract shall be made through the bank account of the group leader indicated in the contract.
- 4) The group members grant to the group leader all the necessary powers to act on their behalf in the submission of the tender and the conclusion of the contract, including:

- (a) The group leader shall submit the tender on its own behalf and on behalf of the other group members and indicate the "Contact Person": the name and e-mail address of an individual as a single point of contact authorised to communicate officially with the contracting authority in connection with the submitted tender on behalf of all group members, including in connection with all relevant questions, clarification requests, notifications, etc., that may be received during the evaluation, award and until the contract signature.
- (b) The group leader shall sign any contractual documents — including the contract, [specific contracts] and amendments thereto — and shall warrant the submission of any invoices related to the performance of the contract on behalf of all group members.
- (c) The group leader shall act as a single contact point with the contracting authority in the delivery of the services and/or supplies subject to the contract. It shall coordinate the delivery of the services and/or supplies by the group to the contracting authority, and shall see to a proper administration of the contract.

This Agreement/Power of attorney may be executed in counterparts, each of which shall be deemed to be an original, but all of which, taken together, shall constitute one and the same document.

Any modification to the present Agreement/Power of attorney shall be subject to the contracting authority's express approval. This Agreement/Power of attorney shall expire when all the contractual obligations of the group have ceased to exist. The parties cannot terminate it before that date without the contracting authority's consent.

Name
Function
Name of the legal entity

Name
Function
Name of the legal entity

signature[s]: _____

signature[s]: _____

Done at, *on*

Done at, *on*

Name
Function
Name of the legal entity

Name
Function
Name of the legal entity

signature[s]: _____

signature[s]: _____

Done at, *on*

Done at, *on*

Annex 1.4. List of identified subcontractors and proportion of subcontracting

Identification details	Roles/tasks during contract execution	Proportion of subcontracting (% of contract volume)
<i>[Full official name of the identified subcontractor, registered address, statutory registration number, VAT registration number]</i>		
<i>[Full official name of the identified subcontractor, registered address, statutory registration number, VAT registration number]</i>		
<i>[REPEAT AS MANY TIMES AS THE NUMBER OF IDENTIFIED SUBCONTRACTORS]</i>		
Other subcontractors that do not need to be identified under Section 2.4.2¹¹		
TOTAL % of subcontracting		0,00%

¹¹ For this category of subcontractors, please provide in a general manner their intended roles/tasks during contract execution, as well as the aggregated % of contract volume for all non-identified subcontractors.

Annex 1.5. Commitment letter by an identified subcontractor

[Letterhead, if any]

To the Europeans School of Mol

Call for tenders Ref. [reference number]

Attn:

[Insert date]

Commitment letter by identified subcontractor

I, the undersigned,

Name:

Function:

Legal entity:

Registered address:

VAT Number:

having the legal capacity required to act on behalf of **[insert name of the entity]**, hereby confirm that the latter agrees to participate as subcontractor in the tender of **[insert name of the tenderer]** for the call for tenders **[insert reference number]** – **[insert title of procedure]**.

In the event that the tender of the aforementioned tenderer is successful, **[insert name of the subcontractor]** commits itself to make available the resources necessary for performance of the contract as a subcontractor and to carry out the services that will be subcontracted to it in compliance with the terms of the contract. It further declares that it is not subject to conflicting interests, which may negatively affect the contract performance, and that it accepts the terms of the procurement documents for the above call for tenders, in particular the contractual provisions related to checks and audits.

Done at:

Name:

Position:

Signature:

Annex 1.6. Commitment letter by an entity on whose capacities is being relied

[Letterhead, if any]

To **the Europeans School of Mol**

Call for tenders Ref. **[reference number]**

Attn:

[Insert date]

Commitment letter by an entity on whose capacity is being relied

I, the undersigned,

Name:

Function:

Legal entity:

Registered address:

VAT Number:

having the legal capacity required to act on behalf of ***[insert name of the entity]***, hereby confirm that the latter **authorises the *[insert name of the tenderer]* to rely on its [financial and economic capacity] [technical and professional capacity]** in order to meet the minimum levels required for the call for tenders ***[insert reference number]* – *[insert title of procedure]***

In the event that the tender of the aforementioned tenderer is successful, ***[insert name of the entity]*** commits itself to make available the resources necessary for performance of the contract. It further declares that it is not subject to conflicting interests which may negatively affect the contract performance, and that it accepts the terms of the procurement documents for the above call for tenders, in particular the contractual provisions related to checks and audits.

Done at:

Name:

Position:

Signature:

