Terms of Reference (ToR) Provision of External Service:

***“Support Services to Communication Activities”***

**PROJECT "MOVE ON 2027: QUALIFICAZIONE E MOBILITÀ DEL CAPITALE UMANO NELL'AREA TRANSFRONTALIERA ITALIA-MALTA" - C1-1.2-58 - CUP: G15H24000090007**

**PROGRAMME INTERREG VI – A ITALIA MALTA 2021 - 2027**

**ATTACHMENT**

**BID FORM**

*Notes to Bidders: Please complete this form demonstrating substantial responsiveness to the specifications described in the Terms of Reference.*

To HERMES CORPORATION LTD

Pinto Building Triq San Albert

GZR 1159 MALTA

Email. info@hermesmalta.com

**Place, Date:**

**Ref. No.:**

*(To be filled by HERMES)*

In compliance with your “**Terms of Reference (ToR) Provision of External Service: “Support Services to Communication Activities PROJECT "MOVE ON 2027: QUALIFICAZIONE E MOBILITÀ DEL CAPITALE UMANO NELL'AREA TRANSFRONTALIERA ITALIA-MALTA" - C1-1.2-58 - CUP: G15H24000090007 PROGRAMME INTERREG VI – A ITALIA MALTA 2021 - 2027**

I, the undersigned \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, legal representative of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, intend to submit a bid/proposal in response to the above-mentioned tender.

I, the undersigned, declare that:

The organisation I represent is/ I am legally established at the following address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

* There are no administrative, crime or judicial pending charges against the company/myself;
* The organisation I represent has/ I have full technical capacity to implement the service as described in the Notice;
* The organisation I represent is/I am specialised in communication services;
* I guarantee to be capable of producing all communication in high-level English and of providing proficiency in written and spoken English.
* I have examined the ToR fully (Subject, Background, Description of the Service, Other Specifications, Reporting, Duration, Selection Criteria, Evaluation and Award Procedure, Invoicing and Payment Instructions, Contacts, Appendix: General Scoring System of the Offers);

The tender bid for the implementation of the services required is: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ € (VAT excluded);

The undersigned offers to provide the services in accordance with the request described in the “**Terms of Reference (ToR) Provision of support services to communication activities. PROJECT "MOVE ON 2027: QUALIFICAZIONE E MOBILITÀ DEL CAPITALE UMANO NELL'AREA TRANSFRONTALIERA ITALIA-MALTA" - C1-1.2-58 - CUP: G15H24000090007 PROGRAMME INTERREG VI – A ITALIA MALTA 2021 - 2027**”. In case of positive assessment, the undersigned accepts and agrees to sign an assignment letter for the provision of the services required.

Best regards,

Place and Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature and Stamp

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Annexes

* identification document of the legal representative
* professional/company CV clearly showing that you have carried out activities similar to those requested in the last 3 years