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| **MINISTRY FOR THE ECONOMY AND FINANCE**  **Department of Legal Affairs** |

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| PUBLIC CONTRACTS  Application Letter  APPOINTMENT OF THE REPRESENTATIVE BY ITS CO-CONTRACTORS[[1]](#footnote-1) | DC1 |

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| *The DC1 form is a standard application letter that can be used by applicants for public contracts (contracts or framework agreements) to submit their application.**Where the contract is divided into lots, this document may be applied to multiple lots.* *For joint applications, each member of the consortium must complete the form and submit the information or documents requested by the buyer (DC2 form).* *It should be noted that, pursuant to the French Public Procurement Code, and in particular* [*Articles L. 1110-1*](https://www.legifrance.gouv.fr/affichCode.do;jsessionid=D5F2C558D167BFA1A3D87F2A4EDA8784.tplgfr42s_2?idSectionTA=LEGISCTA000037703250&cidTexte=LEGITEXT000037701019&dateTexte=20190401)*,* [*R. 2162-1 to R. 2162-6*](https://www.legifrance.gouv.fr/affichCode.do;jsessionid=D5F2C558D167BFA1A3D87F2A4EDA8784.tplgfr42s_2?idSectionTA=LEGISCTA000037730365&cidTexte=LEGITEXT000037701019&dateTexte=20190401)*,* [*R. 2162-7 to R. 2162-12*](https://www.legifrance.gouv.fr/affichCode.do?idSectionTA=LEGISCTA000037730351&cidTexte=LEGITEXT000037701019&dateTexte=20190401)*,* [*R. 2162-13 to R. 2162-14*](https://www.legifrance.gouv.fr/affichCode.do?idSectionTA=LEGISCTA000037730337&cidTexte=LEGITEXT000037701019&dateTexte=20190401) *and* [*R. 2162-15 à R. 2162-21*](https://www.legifrance.gouv.fr/affichCode.do?idSectionTA=LEGISCTA000037730329&cidTexte=LEGITEXT000037701019&dateTexte=20190401) *(public contracts other than defence or security contracts), as well as* [*R. 23612-1 to R. 2362-6*](https://www.legifrance.gouv.fr/affichCode.do;jsessionid=D5F2C558D167BFA1A3D87F2A4EDA8784.tplgfr42s_2?idSectionTA=LEGISCTA000037728715&cidTexte=LEGITEXT000037701019&dateTexte=20190401)*,* [*R. 2362-7*](https://www.legifrance.gouv.fr/affichCode.do?idSectionTA=LEGISCTA000037728701&cidTexte=LEGITEXT000037701019&dateTexte=20190401)*,* [*R. 2362-8*](https://www.legifrance.gouv.fr/affichCode.do?idSectionTA=LEGISCTA000037728697&cidTexte=LEGITEXT000037701019&dateTexte=20190401)*,* [*R. 2362-9 to R. 2362-12*](https://www.legifrance.gouv.fr/affichCode.do?idSectionTA=LEGISCTA000037728693&cidTexte=LEGITEXT000037701019&dateTexte=20190401) *and*[*R. 2362-13 to R. 2362-18*](https://www.legifrance.gouv.fr/affichCode.do?idSectionTA=LEGISCTA000037728683&cidTexte=LEGITEXT000037701019&dateTexte=20190401) *(defence or security contracts), the term ‘public contract’ also covers partnership contracts and defence or security contracts, as well as subsequent contracts and specific contracts, regardless of the procurement techniques used (framework agreements that are performed through the conclusion of subsequent contracts or the issue of purchase orders, competitions, dynamic purchasing systems, electronic catalogues and electronic auctions), whether or not they are subject to the preparation and award requirements set out by this code. In all these cases, this standard form may be used.* |

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| **A - Identification of buyer** |

**University of Bordeaux**

35 place Pey Berland

33000 BORDEAUX

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| **B - Subject of the invitation to tender** |

Contract 2025-058 for the preparation and implementation of field surveys in Ethiopia and related services on behalf of the University of Bordeaux

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| **C - Subject of the application** |

*(Tick the relevant box.)*

# The application is being submitted:

1. for the public contract (if not divided into lots)
2. for all lots covered by the public procurement procedure

 for lot no. ……. or lots nos. …………… covered by the public procurement procedure *(where the contract has been divided into lots; if the lots have not been numbered, state below the name(s) of the lot(s) as it/they appear(s) in the call for tenders or the invitation to confirm interest)*.

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| **D - Presentation of applicant** |

*(Tick the relevant box.)*

The applicant is applying individually:

*[State the individual applicant’s trade name and company name, the addresses of its place of business and registered office (if different from that of its place of business), its email address, telephone and fax numbers, and SIRET number; failing this, a European or international identification number or a number specific to the applicant’s country of origin from a directory featured on the* [*ICD*](http://metadata-stds.org/Document-library/Draft-standards/6523-Identification-of-Organizations/ICD_list.htm) *list.]*

 Trade name and company name of the unit or place of business that will provide the service:

 Postal address and address of the registered office (if different from the postal address):

E-mail address:

Phone and fax numbers:

SIRET number, or failing this, a European or international identification number or a number specific to the applicant’s country of origin from a directory featured on the [ICD](http://metadata-stds.org/Document-library/Draft-standards/6523-Identification-of-Organizations/ICD_list.htm) list:

The applicant is a consortium of companies:

severally liable OR  jointly liable

In the case of a severally liable consortium, the representative shall be jointly liable:

No OR  Yes

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| **E - Identification of consortium members and distribution of services** |

*(All members of the consortium must fill in the table below. In the case of a severally liable consortium, the members of the group must also show in this table how the services that each of them undertakes to perform shall be distributed. Add as many lines as necessary.)*

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| **Lot**    **No.** | **Trade name and company name, address of place of business (\*), e-mail address, phone and fax numbers, consortium members’ SIRET number (\*\*\*)** | Services performed by the consortium members (\*\*) |
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(\*) Specify the address of the consortium member’s registered office if different to that of the place of business.

(\*\*) For severally liable consortiums. If the application is being submitted as a jointly liable consortium, this section does not need to be completed.

(\*\*\*) Failing this, a European or international identification number or a number specific to the applicant’s country of origin from a directory featured on the [ICD](http://metadata-stds.org/Document-library/Draft-standards/6523-Identification-of-Organizations/ICD_list.htm) list:

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| **F - Undertakings of the individual applicant or each member of the consortium** |

**F1 - Exclusions from the procedure**

The individual applicant, or each member of the consortium, solemnly declares:

1. in the case of a public contract other than a defence or security contract, that it is not subject to any of the grounds for exclusion set out in [Articles L. 2141-1 to L. 2141-5](https://www.legifrance.gouv.fr/affichCode.do;jsessionid=B81BA950929BDC11249DDF8C185D1DE4.tplgfr42s_2?idSectionTA=LEGISCTA000037703589&cidTexte=LEGITEXT000037701019&dateTexte=20190401) or [Articles L. 2141-7 to L. 2141-10](https://www.legifrance.gouv.fr/affichCode.do?idSectionTA=LEGISCTA000037703603&cidTexte=LEGITEXT000037701019&dateTexte=20190401) of the French Public Procurement Code (\*);
2. in the case of a public defence or security contract, that it is not subject to any of the grounds for exclusion set out in [Articles L. 2341-1 to L. 2341-3](https://www.legifrance.gouv.fr/affichCode.do;jsessionid=B81BA950929BDC11249DDF8C185D1DE4.tplgfr42s_2?idSectionTA=LEGISCTA000037704215&cidTexte=LEGITEXT000037701019&dateTexte=20190401) or [Articles L. 2141-7 to L. 2141-10](https://www.legifrance.gouv.fr/affichCode.do?idSectionTA=LEGISCTA000037703603&cidTexte=LEGITEXT000037701019&dateTexte=20190401) of the French Public Procurement Code.

In order to confirm that the individual applicant or each member of the consortium is not subject to any of these grounds for exclusion, tick the following box:

(\*) If, during the tender procedure, an economic operator becomes subject to one of the grounds for exclusion specified in [Articles L. 2141-1 to L. 2141-5](https://www.legifrance.gouv.fr/affichCode.do;jsessionid=B81BA950929BDC11249DDF8C185D1DE4.tplgfr42s_2?idSectionTA=LEGISCTA000037703589&cidTexte=LEGITEXT000037701019&dateTexte=20190401), [Articles L. 2141-7 to L. 2141-10](https://www.legifrance.gouv.fr/affichCode.do?idSectionTA=LEGISCTA000037703603&cidTexte=LEGITEXT000037701019&dateTexte=20190401) or [Articles L. 2341-1 to L. 2341-3](https://www.legifrance.gouv.fr/affichCode.do;jsessionid=B81BA950929BDC11249DDF8C185D1DE4.tplgfr42s_2?idSectionTA=LEGISCTA000037704215&cidTexte=LEGITEXT000037701019&dateTexte=20190401) of the French Public Procurement Code, it shall notify the buyer of this change in its circumstances without delay.

**F2 - Evidential documents available online** (also applicable to defence and security contracts, where the buyer has authorised applicants not to provide these evidential documents pursuant to [Article R. 2343-14 or Article R. 2343-15](https://www.legifrance.gouv.fr/affichCode.do;jsessionid=B81BA950929BDC11249DDF8C185D1DE4.tplgfr42s_2?idSectionTA=LEGISCTA000037728899&cidTexte=LEGITEXT000037701019&dateTexte=20190401) of the French Public Procurement Code)

Where applicable, the website address at which the supporting documents and means of providing evidence can be accessed directly and free of charge, together with all the information needed to access them:

*(If the address and information are identical to those provided above, simply refer to the section in question.)*

- Website address:

- Information required for access:

**F3 - Capacities**

For the purpose of verifying the individual applicant’s suitability to undertake the work, its economic and financial capacity, and its technical and professional capacities, or those of the consortium members, it/they shall provide the following:

*(Tick the relevant box.)*

 DC2 form.  documents providing evidence of its capacities as requested in the invitation to tender documents (\*).

(\*) **Please note:** For public defence or security contracts, certain evidential documents must be submitted at the application stage; the requirements set out in the invitation to tender documents should therefore be checked carefully. For other public contracts, applicants are only required to provide information; in this case, although they may decide to submit evidential documents to demonstrate that they meet the conditions for taking part at the application stage, they are not required to do so under any circumstances and the buyer cannot legally oblige them to do so.

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| **G - Appointment of representative *(where the applicant is a consortium)*** |

The consortium members appoint the following representative:

*[State the representative’s trade name and company name, the addresses of its place of business and registered office (if different from that of its place of business), its email address, telephone and fax numbers, and SIRET number; failing this, a European or international identification number or a number specific to the applicant’s country of origin from a directory featured on the* [*ICD*](http://metadata-stds.org/Document-library/Draft-standards/6523-Identification-of-Organizations/ICD_list.htm) *list.]*

 Trade name and company name of the unit or place of business that will provide the service:

 Postal address and address of the registered office (if different from the postal address):

E-mail address:

Phone and fax numbers:

SIRET number, or failing this, a European or international identification number or a number specific to the applicant’s country of origin from a directory featured on the [ICD](http://metadata-stds.org/Document-library/Draft-standards/6523-Identification-of-Organizations/ICD_list.htm) list:

If the consortium wins the tender, the representative must submit a document in which the other members of the group grant it authorisation to act as representative and in which the conditions of this authorisation are set out. For public defence or security contracts, this document must be included when the application is submitted.

Last updated: 01/04/2019.

1. Non-compulsory form available, together with its explanatory notes, on the website of the Ministry for the Economy. [↑](#footnote-ref-1)