**Letter of Application**Designation of the Representative by Co-contractors

*This form is used by candidates in a consortium to submit their application.  
In case of allotment, this document may be common to several lots.*

*Each member of the consortium must also individually provide the other information or documents requested by Expertise France as part of the application.*

**I – Identification of the Contracting Authority**

**Expertise France (SAS)**Simplified joint-stock company with a capital of €828,933  
SIRET Number: 808 734 792 00035  
Intra-community VAT number: FR36 808734792  
40 Boulevard de Port-Royal 75005 PARIS

**II – Purpose of the consultation**

The purpose of this consultation is [to be determined].

**III – Purpose of the application**

The application is submitted:

 for the contract *(in the case of no divsion into lots)*;

1. for all lots of the procurement procedure;

 for lot no. [to be completed] or lots no. [to be completed] of the procurement procedure (*in case of division into lots; if the lots have not been numbered, indicate below the title of the lot(s) as they appear in the tender regulations*).

**IV- Presentation of the candidate consortium**

The candidate is a consortium of compagnies:

joint OR  joint and several

In the case of a joint consortium, is the representative jointly and severally liable:

no OR  yes

**V- Identification of Consortium Members and Division of Services** *(All consortium members must complete the table below (one line per consortium member). In the case of a joint consortium, the members must also indicate the division of services that each of them commits to perform. Add as many lines as necessary.)*

|  |  |  |
| --- | --- | --- |
| **Lot number** *(in case of division into lots)* | **Commercial name, registered name, email address, phone and fax numbers, identification number of consortium members** | **Services provided by consortium members[[1]](#footnote-1) (***in case of joint consortium)* |
|  | * Name: [to be completed] * Official address: [to be completed] * Email address: [to be completed] * Phone and fax numbers: [to be completed] * SIRET number or, failing that, a European or international identification number or one specific to the country of origin[[2]](#footnote-2): [to be completed] |  |
|  | * Name: [to be completed] * Official address: [to be completed] * Email address: [to be completed] * Phone and fax numbers: [to be completed]   SIRET number or, failing that, a European or international identification number or one specific to the country of origin[[3]](#footnote-3): [to be completed] |  |
|  | * Name: [to be completed] * Official address: [to be completed] * Email address: [to be completed] * Phone and fax numbers: [to be completed] * SIRET number or, failing that, a European or international identification number or one specific to the country of origin[[4]](#footnote-4): [to be completed] |  |
|  | * Name: [to be completed] * Official address: [to be completed] * Email address: [to be completed] * Phone and fax numbers: [to be completed] * SIRET number or, failing that, a European or international identification number or one specific to the country of origin: [to be completed] |  |

**VI - Designation of the consortium representative**

The members of the consortium designate the following representative:

* Name: [to be completed]
* Official address: [to be completed]
* Email address: [to be completed]
* Phone and fax numbers: [to be completed]
* SIRET number or, failing that, a European or international identification number or one specific to the country of origin[[5]](#footnote-5): [to be completed]

The members of the consortium:

*(Tick the appropriate box.)*

individually sign the offer (contract) of the consortium and all subsequent modifications to the public contract;

give mandate to the representative, who accepts it, to sign on their behalf the offer of the consortium and all subsequent modifications to the public contract, to represent them before Expertise France, and to coordinate all the services;

have given a mandate to the representative under the conditions defined in the empowerment document attached as an annex to this letter of application;

give a mandate to the representative under the conditions defined below:

*(Provide details on the scope of the mandate.)*

**SIGNATURE**

*(All members of the consortium must complete the table below (one line per consortium member) and sign this letter of application. Add as many lines as necessary.)*

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of the consortium member** | **Name, surname, and position of the signatory** | **Date and place** | **Signature** |
|  | * Name: [to be completed] * Surname: [to be completed] * Position: [to be completed] |  |  |
|  | * Name: [to be completed] * Surname: [to be completed] * Position: [to be completed] |  |  |
|  | * Name: [to be completed] * Surname: [to be completed] * Position: [to be completed] |  |  |
|  | * Name: [to be completed] * Surname: [to be completed] * Position: [to be completed] |  |  |

1. **For joint consortiums.** When the application is submitted in the form of a joint and several consortium, completing this section is unnecessary. [↑](#footnote-ref-1)
2. For legal entities domiciled in France, SIRET number of the head office or main establishment. For legal entities domiciled in a European Union member state other than France, intra-community VAT number. For legal entities domiciled in a non-European Union member state, the country code as defined by ISO 3166 and the first 16 characters of the registered name. For natural persons, the IREP number assigned in accordance with the decree of July 28, 2008. [↑](#footnote-ref-2)
3. For legal entities domiciled in France, SIRET number of the head office or main establishment. For legal entities domiciled in a European Union member state other than France, intra-community VAT number. For legal entities domiciled in a non-European Union member state, the country code as defined by ISO 3166 and the first 16 characters of the registered name. For natural persons, the IREP number assigned in accordance with the decree of July 28, 2008. [↑](#footnote-ref-3)
4. For legal entities domiciled in France, SIRET number of the head office or main establishment. For legal entities domiciled in a European Union member state other than France, intra-community VAT number. For legal entities domiciled in a non-European Union member state, the country code as defined by ISO 3166 and the first 16 characters of the registered name. For natural persons, the IREP number assigned in accordance with the decree of July 28, 2008. [↑](#footnote-ref-4)
5. For legal entities domiciled in France, SIRET number of the head office or main establishment. For legal entities domiciled in a European Union member state other than France, intra-community VAT number. For legal entities domiciled in a non-European Union member state, the country code as defined by ISO 3166 and the first 16 characters of the registered name. For natural persons, the IREP number assigned in accordance with the decree of July 28, 2008. [↑](#footnote-ref-5)