**APPLICATION FORM (AF)**

*This Application Form is a template letter of application that must be completed by the candidates for the Framework Service Contract to submit their application.*

*In case of allotment, this form can be common to multiple lots.*

*In case of grouped application, each member of the consortium fills in the form and produces the information or documents requested by CFI.*

***NOTE:*** *Candidates must fill in the form and the [grey parts in square brackets].*

# Article IDENTIFICATION OF THE PURCHASER

**TRANSTELE CANAL FRANCE INTERNATIONAL**

**62 rue Camille Desmoulins**

**92130 Issy-les-Moulineaux**

# Article PURPOSE OF THE TENDER

*(Use the subject of the tender as indicated in the publication or the Tender regulations. In the case of division into multiple lots, the candidate shall specify the title of the lot(s) for which it is applying.)*

This tender concerns [to be completed].

# Article PURPOSE OF THE APPLICATION

The application is submitted:

# for the Framework Service Contract *(in case of non-allotment)*;

1. for all lots in the tender procedure of the Framework Service Contract;

# for lot No……. or lots No…………… in the tender procedure of the Framework Service Contract *(in case of allotment; if the lots have not been numbered state below the title of the lot(s) as they appear in the Framework Service Contract).*

# Article PRESENTATION OF THE APPLICANT COMPANY

**The applicant company applies alone:**

* **Trade name and registered name of the applicant company who will perform the services:** [to be completed]
* **Status**:[to be completed]
* **Postal address of the head office**: [to be completed]
* **Email address:** [to be completed]
* **Telephone number:** [to be completed]
* **Registration number, failing which, a European or international identification number or an specific to the economic operator’s country of origin**: [to be completed]

**The applicant company is in the form of a consortium with[[1]](#footnote-2):**

joint liability only[[2]](#footnote-3) OR  joint-and-several liability[[3]](#footnote-4)

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

no OR  yes

**Appointment of the representative**

Members of the consortium designate the following representative:

* **Trade name and registered name of the applicant company who will perform the services:** [to be completed]
* **Status**:[to be completed]
* **Postal address of the head office**: [to be completed]
* **Email address:** [to be completed]
* **Telephone number:** [to be completed]
* **Registration number, failing which, a European or international identification number or an specific to the economic operator’s country of origin**: [to be completed]

If the consortium is designated as the prospective successful bidder, the representative must provide a document of entitlement by the other members of the consortium and specifying the conditions of this entitlement.

# Article IDENTIFICATION OF THE MEMBERS OF THE CONSORTIUM AND DIVISION OF SERVICES

In the case of a consortium, please state the information relating to its members below:

|  |  |  |
| --- | --- | --- |
| **No.**  **of**  **Lot** | **Trade name and registered name, postal address of the head office, email address, telephone number, registration number or equivalent** | **Exhaustive list of the services performed** |
|  |  |  |
|  |  |  |

# Article INFORMATION RELATED TO THE ABILITY TO PERFORM THE PROFESSIONAL ACTIVITY COVERED BY THE FRAMEWORK SERVICE CONTRACT

Professional registration information: [to be completed]

# Article INFORMATION RELATED TO THE ECONOMIC AND FINANCIAL CAPACITY OF THE CANDIDATE

|  |  |  |  |
| --- | --- | --- | --- |
|  | Financial Year ..................  to .................. | Financial Year ..................  to .................. | Financial Year................  to .................. |
| Total turnover (only complete for the last three financial years) |  |  |  |

# Article DECLARATION ON HONOR

The applicant company shall complete, date and sign the declaration on its honor regarding the exclusion criteria and the absence of conflict of interest provided in Appendix 1 to the present form.

# Article SIGNATURE

|  |  |
| --- | --- |
| Surname:  First name:  Position: | *I declare that I am submitting my application in connection with the tender mentioned in article 2 above.*  Date:  Signature: |

# APPENDIX 1*:* SWORN STATEMENT RELATING TO THE EXCLUSION CRITERIA, THE ABSENCE OF CONFLICT OF INTEREST AND THE AVAILABILITY OF THE AGREEMENT HOLDER

***PLEASE******NOTE:*** *the [grey parts in square brackets] must be completed or deleted*

**Subject of the agreement:** [to be specified]

[The] undersigned (*name of signatory of this form*):

* acting in their own name

or

* acting as representative of the following legal entity:

full official name:

official legal form:

full official address:

1. declares that they are not in a situation mentioned in Articles L. 2141-1 to L. 2141-4 of the French Public Procurement Code and in particular in a situation where they:
2. are in a state of or are subject to proceedings regarding bankruptcy, liquidation, voluntary receivership or arrangement with creditors, cessation of business, or is in any similar situation resulting from similar proceedings under national laws and regulations
3. have been convicted by a judgement handed down by a competent authority of a Member State which has the force of *res judicata* for any offence concerning their professional conduct
4. have committed, in professional matters, serious misconduct established by any means which the Framework Service Contracting authorities can justify, including by a decision of the European Investment Bank or an international organisation
5. have failed to comply with their obligations relating to the payment of social security contributions or their obligations relating to the payment of taxes in accordance with the legal provisions of the country where they are established or those of the country of the Framework Service Contracting authority or those of the country where the agreement is to be performed[[4]](#footnote-5)
6. have been the subject of a judgement having the force of *res judicata* for fraud, corruption, participation in a criminal organisation, money laundering or any other illegal activity, when said illegal activity harms the financial interests of CFI or the French State
7. are subject to an administrative penalty for having been guilty of false statements when supplying the information required by the Framework Service Contracting authority for their participation in a process for the award of a grant or the Framework Service Contracting of another agreement, or for failing to provide such information, or for having been found to be in serious breach of its obligations under agreements or grants financed by the budget of CFI or the French State.
8. declares that the natural persons with the power of representation, decision-making or control[[5]](#footnote-6) regarding the aforementioned legal entity are not in the situation referred to in points (b) or (e) above
9. declares that they:

g) are not in a situation of conflict of interest in relation to the agreement; a conflict of interest may arise in particular from economic interests, political or national affinity, family or sentimental ties, or any other type of common interest or relationship

h) shall immediately inform the Framework Service Contracting authority of any situation constituting a conflict of interest or likely to lead to a conflict of interest

i) have not consented, searched for, sought to obtain or accepted, and undertake not to consent, search for, seek to obtain or accept, any benefit, financial or in kind, in favour of or on behalf of any person when such benefit constitutes an illegal practice or falls under corruption, directly or indirectly, in that it amounts to a gratuity or a reward related to the awarding of the agreement

j) have provided the Framework Service Contracting authority with accurate, truthful and comprehensive information in connection with this agreement Framework Service Contracting process

1. acknowledges that they may be subject to judicial, administrative and financial sanctions if it is established that false statements have been made or that false information has been provided.

If the agreement is awarded, the following items must be provided on request and within the time limit set by the Framework Service Contracting authority:

For the cases referred to in points (a), (b) and (e), a recent criminal record certificate shall be required or, failing this, a recent equivalent document issued by a judicial or administrative authority in the country of origin showing that the requirements concerned are met[[6]](#footnote-7).

With regard to the situations described in points (a), (b), (d) and (e), where a document referred to in the two paragraphs above is not issued in the country concerned, it may be replaced by a solemn declaration made by the person concerned before a judicial or administrative authority, a notary or a competent professional body of the country of origin.

If the tenderer is a legal entity, information concerning the natural persons having the power of representation, decision-making or control regarding that legal entity shall be provided only at the request of the Framework Service Contracting authority.

1. declares that they have read the provisions of this statement and undertakes to comply with them throughout the Framework Service Contracting process.

|  |  |
| --- | --- |
| Surname:  First name:  Position: | Date:  Signature: |

1. A consortium of operators is a temporary agreement between companies to draw up a joint offer in response to an agreement. This private agreement, which is organised within the framework of Framework Service Contractual freedom, allows companies to organise themselves to jointly respond to an agreement. [↑](#footnote-ref-2)
2. The consortium is jointly liable when each of the economic operators who are members of the consortium undertakes to perform the service(s) that it may be awarded in the agreement. [↑](#footnote-ref-3)
3. The consortium is jointly and severally liable when each of the economic operators who are members of the consortium is engaged for the entire agreement. [↑](#footnote-ref-4)
4. Recent certificates or letters are required, issued by the competent authorities of the State concerned. These documents must provide proof of payment of all taxes and social security contributions for which the bidder is liable, including VAT, income tax (natural persons only), corporation tax (legal entities only) and payroll taxes. [↑](#footnote-ref-5)
5. Managing directors, members of management or supervisory bodies and natural persons holding a majority of shares on an individual basis. [↑](#footnote-ref-6)
6. If the tenderer is a legal entity and the national law of the country in which it is established does not provide for such supporting documents for legal entities, such documents shall be requested for natural persons, such as managing directors or any person with the power of representation, decision-making or control of the tenderer. [↑](#footnote-ref-7)