

Terms of Reference

Procurement of Social Cohesion Activities Materials to be Used for in 44 Vocational Training Centres

- Lot 1) Board Games
- Lot 2) Sports Equipment
- Lot 3) Musical Instruments
- Lot 4) Art Materials

I. PARTIES

Administration:	Expertise France
Project:	Improving The Employment Prospects for The Refugees and Host Communities by High-Quality VET and Apprenticeship in Türkiye (VET4JOB-II)
Contractor:	Real and/or legal person who will fulfil the required services as described in the tender document.

II. SUBJECT OF WORK

Within the scope of the “Vocational Education and Training Programme for Employment (VET4JOB-II) in Türkiye”, a tender is planned for “Procurement and Distribution of Social Cohesion Activity Materials” for Vocational Training Centres (VTCs), as specified in Annex 4 – Distribution Lists. The purpose of these terms of reference is to provide the companies from which financial proposals will be requested with essential information and technical details regarding the products to be procured.

III. ABOUT EXPERTISE FRANCE

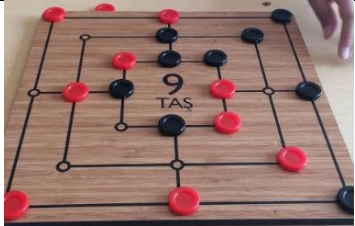
Expertise France is the French public international cooperation agency. It designs and implements projects which aim to contribute to the balanced development of partner countries, in line with the Sustainable Development Goals (SDGs) of the 2030 Agenda and the priorities of France’s external action. Expertise France’s mission is to meet the demand of partner countries seeking to enhance the quality of their public policies in order to address the environmental, social, economic and security challenges they are facing. The agency achieves this goal by implementing projects in the main areas of public action:

- Democratic, economic and financial governance;
- Stability, international security and peace
- Sustainable development, climate and agriculture
- Health and human development

The VET4JOB II programme, funded by the Delegation of the European Union to Türkiye is supporting the development of skills for refugees and host communities in Turkey, for both adults and

adolescents, through high-quality vocational training and apprenticeship training, in line with the needs of the labour market.

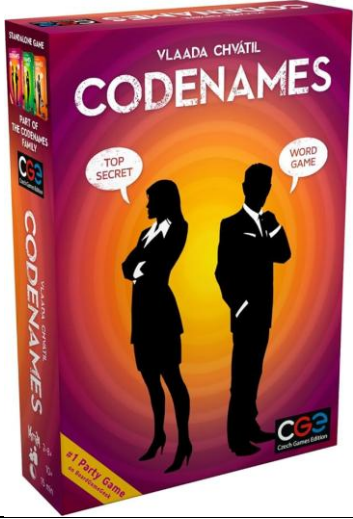
IV. TECHNICAL SPECIFICATIONS

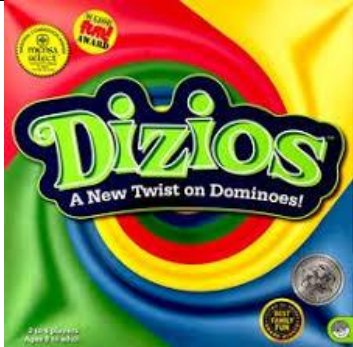
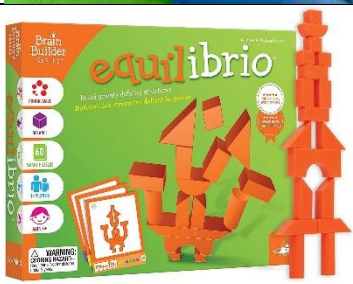
Item No and Name	Specifications	The images presented are for representation purposes only and may not accurately reflect the item.	Quantity
1. Board Games			
1.1 Nine Men's Morris (9 Taş Oyunu)	1.1.1 For 2 players 1.1.2 Wooden Game board with minimum 25x25 cm size 1.1.3 Two-piece groups with different colours. 9 pieces in each group.		56
1.2 9/24 Board Game	1.2.1 9/24 Intelligence Game 1.2.2 Content: 32 game cards, 2 game boards, 48 coloured game pieces		20
1.3 Abluka Board Game	1.3.1 Abluka Strategy and Intelligence Game 1.3.2 Number of Players: 2 1.3.3 Age: 7+		23



Funded by the European Union
Avrupa Birliği tarafından finanse edilmektedir
تمويل من الاتحاد الأوروبي

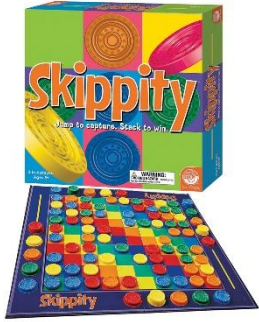
VET4JOB2
Vocational Education and Training Programme for Employment

1.4 Anlat Bakalım Board Game	1.4.1 For minimum 2 maximum 6 players 1.4.2 With box, game board and Word cards		63
1.5 Codenames Board Game	1.5.1 Goblin Gaming Licensed 1.5.2 Played as two teams 1.5.3 Players try to identify specific cards based on clues provided by their teammate.		28
1.6 Checkers (dama) Board Game	1.6.1 Checkers Game 1.6.2 Standard 8x8 Wooden checkerboard with minimum 25 cm x 25 cm dimensions 1.6.3 16 black and 16 white pieces (32 pieces in total).		78

1.7 Dixit	1.7.1 Dixit – Verbal Expression and Imagination Board Game 1.7.2 Turkish version of the original Libelised licensed product 1.7.3 Contents: 1 game board, 1 rulebook, 84 cards, 36 numbered voting cards (numbers 1 to 6 in 6 different colours), and 6 wooden rabbits in different colours.		40
1.8 Dizios	1.8.1 Dizios – Visual Attention Game 1.8.2 Mindware licensed product 1.8.3 Box contents: 71 colourful Dizios picture cards and a game rules booklet.		7
1.9 Equilibrio Board Game	1.9.1 Foxmind licensed. 1.9.2 18 building blocks, 1 instruction booklet, and a box containing 50 model pictures with their solutions.		14
1.10 Hedef 5 Board Game	1.10.1 Hedef 5 – Logic, Intelligence and Strategy Game 1.10.2 Made of plastic material, featuring two-coloured playing tokens and a 56-hole game board, with a minimum size of 24 × 34 cm.		28

1.11 Jenga	1.11.1 Jenga – Balance Game 1.11.2 Box contents: 54 Jenga blocks and instruction manual. 1.11.3 Hasbro licensed		136
1.12 Quoridor (Koridor)	1.12.1 Wooden Corridor – Intelligence Game 1.12.2 Number of players: 2 (min. 20 fences) 1.12.3 Gigamic licensed.		27
1.13 Kulami	1.13.1 17 wooden boards, 28 red marbles, 28 black marbles, 1 red marker token, 1 black marker token. 1.13.2 Foxmind licensed.		11
1.14 Küre	1.14.1 1 game board, 7 purple spheres, 7 orange spheres, and 1 game rules booklet. 1.14.2 Curious & Genius licensed.		28

1.15 Mangala	1.15.1 Boxed game made of plastic material (ABS) 1.15.2 Featuring 12 pits (each of them numbered) and 48 stones, 1.15.3 Box size minimum 22 x 24 cm. 1.15.4 Board size minimum 45 x 25 x 2.5 cm 1.15.5 Approved by Ministry of National Education 1.15.6 CE certified		148
1.16 Pentago	1.16.1 Boxed set containing 18 white pieces and 18 black pieces, with a game board consisting of 4 compartments that can rotate 360 degrees. 1.16.2 Mindtwister licensed.		50
1.17 Pentomino	1.17.1 Pentomino – Educational Intelligence Game 1.17.2 Shall include at least 175 puzzles and solutions in a booklet. 1.17.3 Made of durable cardboard material.		17
1.18 Pratik Bardaklar	1.18.1 Pratik Bardaklar – Board Game 1.18.2 Shall include 30 cups in different colours (minimum 4 cm in height), 49 illustrated challenge cards, and 1 bell.		37

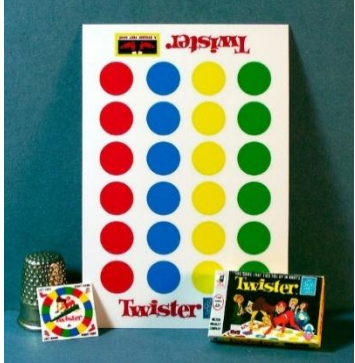
1.19 Q-Bitz	1.19.1 Q-bitz Jr. Game 1.19.2 Box shall include 80 Q-bitz cards, 4 wooden boards, and 16 cubes arranged in 4 sets. 1.19.3 Mindware licensed.		48
1.20 Reversi	1.20.1 Also marketed as Othello boardgame 1.20.2 Box shall include an 8 × 8 wooden game board and 64 black and white plastic playing pieces. 1.20.3 Cardinal Licensed.		64
1.21 Shapy	1.21.1 Shapy – Intelligence Game 1.21.2 Package contents: 41 wooden pieces (35 mm diameter), 3 shape dice, and 1 fabric mat (450 mm diameter). 1.21.3 Metal box 1.21.4 Beleduc licensed		5
1.22 Skippity	1.22.1 Skippity – Intelligence Game 1.22.2 Package contents: 150 pieces 1.22.3 Made of durable cardboard 1.22.4 Number of players: 2–4 1.22.5 Age: 5+ 1.22.6 Mindware licensed.		4

1.23 Tabu	1.23.1 4 different game modes, 250+ cards, 4+ players, sand timer, puppet, drawing pad, and a durable game board. 1.23.2 Hasbro licensed.		76
1.24 Tangram	1.24.1 Tangram Intelligence Game 1.24.2 Contents: 7 wooden building blocks 1.24.3 1 instruction booklet, and minimum 64 models with solutions.		54
1.25 Folding Chess Set	1.25.1 Chess Set – School Type 1.25.2 Foldable chess set with large-size pieces and roll-up carrying bag. 1.25.3 Board size: minimum 40 × 40 cm 1.25.4 King height: 8±1 cm, Pawn height: 4±1 cm		139
2. Sports Equipment			
2.1 Volleyball	2.1.1 Compliant with the standards set by the International Volleyball Federation (FIVB). 2.1.2 Volleyball specifications: • Size: Official FIVB size 5 • Circumference: 65–67 cm • Weight: 260–280 g • Material: EVA • Construction: Bonded • 18 patches • Soft material • Easy-to-clean surface 2.1.3 Suitable for hard surfaces, made of durable, wear-resistant material		154

2.2 Volleyball Net	2.2.1 Width: 1 m 2.2.2 Length: standard 9.5 m 2.2.3 6 mm steel cable 2.2.4 Taped on all four sides 2.2.5 Poles not included		49
2.3 Portable Volleyball Post	2.3.1 Portable metal volleyball post, 2.3.2 Height-adjustable, 2.3.3 With a weight compartment for stability, 2.3.4 Durable against external factors 2.3.5 Electrostatic powder coating 2.3.6 The post shall be supplied with net tensioning mechanism		55
2.4 Sports vest (BİP)	2.4.1 Mesh training vest in fluorescent orange or green colours, 2.4.2 Made of breathable perforated polyester fabric. 2.4.3 Designed with wide fit, adult size 2.4.4 İMEP logo will be printed on the chest		1087
2.5 Award Medal	2.5.1 Diameter: minimum 60 mm 2.5.2 Ribbon/lanyard length: minimum 80 cm 2.5.3 Material: zinc alloy or equivalent metal, gold-coloured finish 2.5.4 İMEP-2 logo will be printed on one side		1213

2.6 Badminton Set	2.6.1 Set contents: • 2 aluminium alloy metal rackets, • minimum 2 durable medium-hard shuttlecocks, 2.6.2 Carrying bag. 2.6.3 Complies with Türkiye Badminton Federation standards. 2.6.4 Racket specifications: • The racket must feature an aluminium head and a steel shaft. • Weight: 100–150 g • String tension: 15–18 lbs • Balance: 290–300 mm • Length: 665 ± 25mm 2.6.5 Shuttlecock specifications: • Head material: cork • Skirt material: plastic • Weight per piece: 5.23 g • Colour: white • Flight speed: medium		127
2.7 Referee Whistle	2.7.1 Plastic referee whistle with a neck lanyard and a stainless-steel ring.		111
2.8 First Aid Kit	2.8.1 Carrying bag with straps 2.8.2 Contents 2.8.2.1 Neck collar (1 pc) 2.8.2.2 CPR rescue breathing mask (1 pc) 2.8.2.3 Automatic tourniquet (1 pc) 2.8.2.4 Plastic first aid scissors (1 pc) 2.8.2.5 Safety pins (pack of 12) 2.8.2.6 LED flashlight (1 pc) 2.8.2.7 Emergency signaling whistle (1 pc) 2.8.2.8 Elastic bandage 6 × 400 cm (4 pcs) 2.8.2.9 Gauze bandage 5 × 150 cm (6 pcs) 2.8.2.10 Gauze bandage 10 × 350 cm (6 pcs) 2.8.2.11 Sterile gauze pads (pack of 25) 2.8.2.12 Sterile gauze pads 10 × 10 cm, 8-ply (4 pcs) 2.8.2.13 Triangular bandage (3 pcs) 2.8.2.14 Trauma blanket (1 pc) 2.8.2.15 Antibacterial wound cleansing solution (1 pc) 2.8.2.16 Adhesive bandages (pack of 40)		66

	2.8.2.17 Zinc oxide adhesive tape 25 × 50 mm (1 pc) 2.8.2.18 Tweezers (1 pc) 2.8.2.19 Digital thermometer (1 pc) 2.8.2.20 Instant cold pack / chemical ice pack (2 pcs) 2.8.2.21 Absorbent cotton wool 50 g (1 pc) 2.8.2.22 Medical gloves (4 pcs) 2.8.2.23 Hydrogen peroxide 50 ml (1 pc) 2.8.2.24 Rubbing alcohol / antiseptic alcohol 50 ml (1 pc) 2.8.2.25 Cotton swabs (10 pcs) 2.8.2.26 Waste bags (4 pcs)		
2.9 Small Football Goal	2.9.1 Assembled internal dimensions: 95 cm × 70 cm × 48 cm. ±1 cm tolerance on all dimensions 2.9.2 Resistant to rust and corrosion 2.9.3 Net shall be included		50
2.10 Goalkeeper Gloves	2.10.1 Size 9 goalkeeper gloves, 2.10.2 Made of synthetic leather or rubber material, 2.10.3 Featuring a special breathable mesh between the fingers to prevent sweating, with side wrist straps providing extra support. 2.10.4 Gloves shall be supplied in pairs (left and right hand)		94
2.11 Bocce Set	2.11.1 Bocce set consisting of 1 pallino ball and 8 bocce balls with nickel-plated coating, each with a diameter of 7 cm, supplied with a fabric carrying bag. 2.11.2 Bocce balls shall be supplied in two colour groups		21

2.12 Flag	2.12.1 Turkish flag made of 100% polyester woven fabric with fabric cord, 2.12.2 Size: 50 × 70 cm		15
2.13 Dart Set	2.13.1 Magnetic dart set. The product must be packaged in special packaging. 2.13.2 It must feature a rotatable number ring on the board. 2.13.3 The set must include at least 6 magnetic darts with reinforced magnetic tips. 2.13.4 Dartboard dimensions must be at least 35 cm in diameter with minimum 2 cm thickness. 2.13.5 The dartboard must be constructed with a strong magnetic layer at the bottom and reinforced plastic on the top layer. 2.13.6 The product must be made of high-quality, first-class materials and must not have a thin structure. 2.13.7 The set shall include a wall-mounting kit		64
2.14 Twister Game	2.14.1 Contents: 1 Twister mat, a spinner with arrow and base, and a game guide. 2.14.2 Number of players: 2+ 2.14.3 Age: 6+ 2.14.4 Hasbro licensed		12
2.15 Table Tennis Table	2.15.1 Open table dimensions: 274 cm (length) × 183 cm (width) × 76 cm (height including legs), 2.15.2 Folded table (1 surface): 152 cm (length) × 172.5 cm (height) × 50 cm (width including legs) 2.15.3 Folded table (2 surfaces side by side): 152 cm (length) × 172.5 cm (height) × 60 cm (width including legs)		31

	2.15.4 Made of minimum 18 mm MDF (Medium-Density Fibreboard), portable and equipped with wheels. 2.15.5 All dimensions specified has %1 tolerance. 2.15.6 The metal legs and the top surface of the table must be durable 2.15.7 The table shall have adjustable legs to compensate for uneven ground 2.15.8 At least half of the wheels must have a locking mechanism 2.15.9 The product must have a minimum 2-year warranty 2.15.10 The folding system must include a safety lock mechanism 2.15.11 The product shall include 1 net and 1 spare net 2.15.12 Net posts shall be included and compatible with the table 2.15.13		
3. Musical Instruments			
3.1 Hanging Drum	3.1.1 Hanging Drum with minimum 35 cm width and minimum 48 cm diameter, 3.1.2 Made of walnut wood, featuring a synthetic drumhead, side tuning system, and supplied with mallet and stick included.		7
3.2 Long-Necked Saz	3.2.1 Bağlama (Long-necked saz): Long-necked model with 23–24 frets, 3.2.2 Bowl length approximately 40–42 cm, 3.2.3 Made of mulberry or walnut or juniper or maun wood. 3.2.4 To be supplied with carrying case, method book, and plectrum (tezene).		20

3.3 Bendir	3.3.1 Tunable plastic moulded bendir, minimum 40 cm diameter, supplied with a carrying case.		20
3.4 Steel Triangle	3.4.1 Steel Triangle 3.4.2 Made of stainless steel, with one side measuring 18 ±1 cm.		5
3.5 Darbuka	3.5.1 Featuring a metal body with a diameter of at least 16 cm and a length of at least 30 cm, 3.5.2 Fitted with heat-resistant and tunable synthetic film drumhead.		27
3.6 Guitar	3.6.1 Classical Guitar: Made of wooden material, 3.6.2 Full size, with minimum dimensions of 10 × 35 × 90 cm, 3.6.3 Featuring 6 strings. 3.6.4 The product shall include at least one guitar pick (plectrum) 3.6.5 The product shall include extra strings set 3.6.6 The guitar shall be supplied with a carrying bag 3.6.7		15

3.7 Maracas	3.7.1 Made of wooden material, with a minimum length of 20 cm, 3.7.2 Designed for rhythm and percussion use. 3.7.3 Shall be delivered as pair.		20
3.8 Rhythm Sticks	3.8.1 Wooden material 3.8.2 Minimum 23 cm in length and minimum 20 mm in diameter 3.8.3 Shall be delivered as pair.		22
3.9 Tambourine with Jingles	3.9.1 Tambourine with Jingles 3.9.2 Size options: 20.32 cm (8 inch) – LTH8-6 / 25.4 cm (10 inch) – LTH10-8 Where the bidder proposes an equivalent product not bearing the model references stated (LTH8-6 / LTH10-8), full technical specifications shall be provided in Column D for evaluation. The Administration reserves the right to reject proposals that cannot be verified against the stated specifications.		27
3.10 Xylophone	3.10.1 Educational and entertainment xylophone with 8 wooden bars and a durable wooden body.		1

4. Art Materials



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ممول من الاتحاد الأوروبي

VET4JOB 2
Upskilling Education and Training Programme for Employment

4.1 Ceramic Painting Set	4.1.1 White ceramic clay, 500 g 4.1.2 Flat synthetic brush suitable for use on ceramic surfaces 4.1.3 Acrylic paint set (30 ml): Medium Yellow, Vermilion, Cobalt Blue 4.1.4 Modelling tools set, 6 pieces, each with minimum 12 cm in length		422
4.2 Ceramic Object	4.2.1 Object made of raw ceramic, kiln-fired, primed, and ready for use, in the form of a plate with a diameter of 18±2 cm.		658
4.3 Ebru (Marbling) Art Set	4.3.1 Set contents: • 8 colours of easy marbling paint (40 cc each, glass jars) • 8 horsehair brushes • 1 plastic marbling tray (24 × 33 cm) • 2 ready-to-use gel solutions (1.25 litres each) • 50 sheets of paper (21 × 30 cm) • 1 awl • 1 dropper		399
4.4 Painting Apron	4.4.1 Activity painting apron: 4.4.2 Made of polyester fabric, 4.4.3 Neck-hanging, 4.4.4 Back-tied, 4.4.5 Colour: navy blue or black. 4.4.6 Size: one size adjustable 4.4.7 İMEP logo will be printed as shown in the visual 4.4.8		769

4.5 Plastic Gloves	4.5.1 Box contents: White rubber gloves (medium size), 4.5.2 100 pieces in each box.		30
4.6 Glue Stick	4.6.1 Large-size glue stick, 40 g		99
4.7 Coloured felt-tip pens (set of 12)	4.7.1 Felt-tip pens, 4.7.2 12 colours, 4.7.3 Bright colours, 4.7.4 Water-based washable ink, 4.7.5 Safe for children.		138
4.8 Whiteboard markers (set of 10)	4.8.1 Multicolour mixed set of 10 colours including black, red, blue, green 4.8.2 Standard size, 4.8.3 Refillable whiteboard marker set 4.8.4 The set shall include a compatible ink refill for each colour 4.8.5		88

4.9 Wood painting set	4.9.1 Set contents: • Acrylic paint, 120 cc – red, white, yellow, black, brown, blue • Base brushes, sizes No. 1–2–3 • Water-based varnish, 130 cc 4.9.2 A4 sandpaper 4.9.3 The set shall include minimum of 15 wooden object suitable for painting (e.g. wooden frame, box, or panel)		370
4.10 Balloons (pack of 100)	4.10.1 Package contents: 100 mixed-colour balloons, minimum 9 inch size		57
4.11 Coloured cardboard (pack of 10)	4.11.1 Coloured poster board 50 × 70 ±2 cm, 4.11.2 Assorted colours, 4.11.3 Pack of 10		123
4.12 Reusable adhesive putty (Patafix or equivalent)	4.12.1 Transparent adhesive putty, 4.12.2 pack of 80, 4.12.3 solvent-free, 4.12.4 leaves no residue when removed, 4.12.5 reusable after removal, 4.12.6 dermatologically tested.		90

4.13 A3 paper	4.13.1 A3 photocopy paper, 4.13.2 80 g/m², 4.13.3 1 pack, 4.13.4 500 sheets.		43
4.14 Paper Scissors	4.14.1 Stainless steel scissors for cutting cardboard and paper, 4.14.2 Plastic covered handles 4.14.3 Minimum 16 cm		102

V. IMPORTANT CLARIFICATIONS

The bidder shall respond all the technical specifications in the “Annex 2.2 – Technical Specifications”.

The bidder is requested to fill in the template on the following pages:

- Columns A., B. and C. are filled in by the Administration and indicate the required specifications (cannot be changed by the bidder).
- Column D shall be filled in by the bidder, with detailed technical specifications of the proposed item.
- Column E shall be filled in by the bidder to indicate the Brand-Model/Manufacturer/Origin.
- Column F shall be filled in by the bidder and detail the delivery date/time which will be valid after the purchase order.
- Column G is reserved for the evaluation committee (not to be filled in by the bidder).

The technical specifications of the proposed items shall be marked on the supporting documents provided by the bidder, to enable verification of evaluators. Offers with technical specifications that were not fully defined or could not be verified may be rejected by the evaluation committee.

The proposal shall be structured in a way that allows evaluators to easily compare the requested specifications with the proposed specifications.

Copying the requested specifications from Column C into the proposed specifications in Column D should be avoided. Column D shall be filled with the actual and complete technical specifications of the products proposed by the bidder (not in the form of a specified range, minimum-maximum values, or threshold limits as stated in the specification). For example, if the requested specification is "minimum Bluetooth 5.2" the proposed specification should be "Bluetooth 5.2, 5.3, etc."

Unless otherwise specified, the requirements in this Technical Specification represent the minimum standards that the proposed equipment shall meet.

The Technical Proposal Form shall be submitted both in a completed, signed, and stamped PDF format and a completed Excel format.

The bidder shall provide necessary supporting documents (catalogue, data sheet, brochure, etc.) related to the proposed products.

VI. GENERAL CONDITIONS

- a) All items specified in the technical specifications shall be new and unused and free from any visible or hidden defects.
- b) Any defective, damaged, or non-compliant products identified during inspection shall be replaced by the supplier at no additional cost.
- c) Prior to delivery, the Contractor shall submit representative sample(s) of the proposed items for the Administration's review and approval. The Administration reserves the right to reject products that do not comply with the approved sample(s) and technical specifications.
- d) The Contractor shall be responsible for delivering all items to the locations specified in "Annex 4 – Distribution List".
- e) The Contractor shall complete the distribution of items within the normal working hours of the unit where the distribution is to be made, unless a specific time is indicated by the Authority/User Unit.
- f) Items will be delivered to each distribution location in a single, complete shipment. Shipments will be planned as a single delivery for each location.
- g) **All items in Lot 1 Board Games shall be in Turkish.**
- h) Pictures are indicative.
- i) According to the "Contract Procedures for European Union External Action, a Practical Guide (PRAG 2025)", for projects financed under NDICI-GE, DOAG or IPA III supplies and materials may originate from any country.¹ Therefore, rule of origin will not be applicable in this tender.
- j) All musical instruments supplied under Lot 3 and table tennis under Lot 2 shall be covered by a minimum 1-year warranty against manufacturing defects, material defects, and workmanship defects, starting from the date of final acceptance

VII. DELIVERY DATES and ADDRESSES

Materials listed above will be provided to 44 VTC's as a set. The address list of 44 recipient VTCs is provided in Annex 5 - Schools Address List. Depending on the final confirmation of the schools, set content per VTC can be updated and locations can be revised accordingly. Yet overall amount will remain the same.

The contractor shall securely and reliably package these products and, following the assignment email, deliver them within a maximum of 8 weeks, completing the necessary installation processes in accordance with "Annex 4 – Distribution List." The delivery schedule shall be submitted to the EF Türkiye Program Office at least one week in advance.

¹ [Contract Procedures for European Union External Action, a Practical Guide \(PRAG 2025\)](#) p. 22.

VIII. VISIBILITY

1. For the products to be purchased within the scope of the project, logo placements specified in the Technical Specifications shall be made to ensure project visibility”.
2. The contractor shall be in contact with the Project Communication Officer and the Administration concerning the application of the logos.
3. The contractor shall be responsible for contacting the EF Ankara Senior Communication and Visibility Officer following the signing of the contract and ensuring that the labels/visuals to be used are prepared correctly."
4. Below you can find the visuals of the programme logo to be used for visibility purposes.



5. Programme logos can be viewed and downloaded here with high resolution: https://drive.google.com/drive/folders/1ucN9XyoBNm5gjrrBYUVaAiwbHAJB5Vdm?usp=drive_link
6. The logos to be printed will vary depending on the size of the item. For smaller items, such as pens, only the European Union, Republic of Türkiye, and programme logos will be included. Larger items can feature all logos. Detailed guidelines and example visuals are provided in the branding document, accessible here: https://drive.google.com/file/d/1-MRlgUPMNbrck4I-x1wDyUdBPslYvh3o/view?usp=drive_link

IX. FINANCIAL PROPOSAL

The financial proposal shall be submitted in EURO, EXCLUDING VAT, and shall be submitted by completing the Financial Proposal Form (Annex 3) included in the Tender Dossier. The financial proposal shall include all expenses for the items specified in the technical specifications.

The Programme is exempt from VAT and VAT Exemption Certificate will be provided following approval from the Administration at the invoicing stage and the invoices shall not bear VAT.

Costs related to the preparation and presentation of the proposal will be borne by the tenderer. Such expenses are not reimbursed by Expertise France.

X. PAYMENT TERMS

Payments for the purchased items shall be made within 30 days from the submission of the approved invoice and acceptance documents (Inspection & Acceptance Report, Goods Received Note, etc.) to the EF.

XI. CONFIDENTIALITY

The entire evaluation procedure is confidential and subject to Expertise France's access to documents legislation.

Evaluation reports and records of evaluation are for official use only and may not be communicated either to tenderers or to any party outside Expertise France.

XII. CODE OF ETHICS

EF shall provide contribution and approval to the tasks to be performed under the contract.

Expertise France undertakes to deliver its requests to the contractor in the most reasonable time technically possible to comply with the work schedule of the contractor from which it receives service and to comply with the common work schedule.

Expertise France reserves the right to be informed about the existence of subcontractor companies that act between itself and the main contractor before the contract is signed, and to accept or refuse to work with such company or companies.

We agree to comply with the provisions of these terms of reference and to provide the supplies mentioned above.	
Company Name	
Name of Authorised Person	
Position of Authorised Person	
Signature	
Stamp	
Date	