### Annex 4: proposal submission form

My financial proposal for my services is as follows:

|  |  |  |
| --- | --- | --- |
|  | **Currency****in NOK** | **Amount** |
| Global price (fees) |  |  |
| **Estimated variable costs for the pilot** |  |  |
| Consumables |  |  |
| Fees |  |  |
| Others |  |  |
|  |  |  |
| VAT or other tax on services |  |  |
| **Total price incl. taxes** |  |  |

|  |
| --- |
| **Candidate or Company information** |
| Company (legal name) |  |
| Street name and no. |  |
| City  |  |
| Postal code |  |
| Country  |  |
|  |  |
| Phone no. |  |
| Email |  |
| Website |  |
|  |  |
| Director (name) |  |

|  |
| --- |
| **GENERAL COMPANY INFORMATION** |
| Year of establishment |  |
| Number of full time employees |  |
| Licensing authority |  |
| Licence number (VAT no./TAX id) |  |
| Countries with registered office: |  |
| Registration Certificate – please attach |  |
| Does your company have CSR related policies in place – e.g. Health, Safety, HR, Energy or Climate policy or is a member of Global Compact? Please state which policies. |  |
| Is your company ISO 2700 certified? |  |
| Does your company have a Code of Conduct? |  |

|  |
| --- |
| **REFERENCES** |
| **Name and country of customer** | **Type of contract** | **Value** | **Contact name** | **Phone/fax and email** |
|  |  |  |  |  |
|  |  |  |  |  |

Include details of the experience and past performance on two contracts of a similar nature within the past three years including details of the actual and effective participation in each of such contracts, description of the Candidate’s assignments and periods of engagement. Please, attach a sample of the end product for both contracts.

The proposal is valid for a period of 50 days after the closing date in accordance with the article A.9. Validity.

After having read your Request for Proposal no. 2024-005 for the development and pilot of a digital participation platform for conflict-affected communities to communicate with humanitarian actors dated June 12th, 2024, and after having examined the Request for Proposal, I/we hereby offer to execute and complete the services in conformity with all conditions in the Request for Proposal for the sum indicated in our financial proposal.

Further, I/we hereby:

* Accept, without restrictions, all the provisions in the Request for Proposal including the General Terms and Conditions for Service Contracts
* Provided that a contract is issued by the Contracting Authority I/we hereby commit to perform all services described in the Terms of Reference, Annex 1.
* Certify and attest compliance with eligibility criteria of article 33 of the General Terms and Conditions for Service.
* Certify and attest compliance with the Code of Conduct for Contractors in Annex 5.

The above declarations will become an integrated part of the Contract and misrepresentation will be regarded as grounds for termination.

Any subsequent Contract related to this Proposal will be subject to the Contracting Authorities General Terms and Conditions for Service Contracts and the Code of Conduct for Contractors available through the below link. Printed versions are available on request.

Annex 6. [General terms and Conditions for Service Contracts](https://www.kirkensnodhjelp.no/contentassets/25dadc5354f64b51a59c9483d7d47b32/2022/ser-8-gtc-service-contracts-jul-2021.pdf)

Annex 7. [Code of Conduct for Contractors](https://www.kirkensnodhjelp.no/contentassets/b8715ab90875436a8c794eb153d48bb9/gen-4-1-code-of-conduct-for-contractors-june-2023.pdf)

Signature and stamp:

Signed by:

|  |  |
| --- | --- |
| **The Candidate** |  |
| Name of the company |  |
| Address  |  |
| Telephone no.  |  |
| Email |  |
| Name of contact person |  |