European Single Procurement Document (ESPD)

Part I: Information concerning the procurement procedure and the contracting authority or contracting entity

Information about publication

For procurement procedures in which a call for competition has been published in the Official Journal of the European Union, the information required under Part I will be automatically retrieved, provided that the electronic ESPD-service is used to generate and fill in the ESPD. Reference of the relevant notice published in the Official Journal of the European Union:

Received notice number

Notice number in the OJS: 2023/S 028-081402

In case publication of a notice in the Official Journal of the European Union is not required, please give other information allowing the procurement procedure to be unequivocally identified (e. g. reference of a publication at national level)

OJS URL

Identity of the procurer

Official name:	HELLENIC CORPORATION OF ASSETS AND PARTICIPATIONS SA
VAT number, if applicable:	997104555
Website (if applicable):	www.growthfund.gr
City:	Athens
Street and number:	4 Karagiorgi Servias
Postcode:	10562
Contact Person:	00302100106900
Telephone:	
Fax:	
E-mail:	info@growthfund.gr
Country:	GR

Information about the procurement procedure

Title:
PROVISION OF SOFTWARE & SUBCRIPTION
LICENSES and SUPPORT SERVICES FOR
GROWTHFUND PORTFOLIO COMPANIES

Short description:
Carries out a call for tender to select a suitable and experienced Contractor for the delivery of Microsoft product software and subscription licenses and related services to its portfolio companies through a portfolio-wide framework agreement. Software & subscription licenses include software licenses for software Microsoft Product Offerings, that are eligible under the Microsoft Enterprise Agreement Program, subscriptions to online services from Microsoft Product Offerings that are eligible under the Microsoft Enterprise Agreement Program and subscriptions to Microsoft Azure Cloud online services Services include migration and subscription management services, technical support services and training services. The tender has the following goals: lower cost of purchase and total cost of ownership (TCO-Total Cost of Ownership) through economy of scale, minimization of individual workloads by each portfolio company for procurement of Microsoft products and services, consolidation of technological platforms used, uninterrupted access to new versions of software products, simplified monitoring and management of software licenses across the portfolio companies, fixed pricing in possible acquisition of additional licenses and services.

File reference number attributed by the contracting authority or contracting entity (if applicable):

Part II: Information concerning the economic operator

A: Information about the economic operator

Name:
Street and number:
Postcode:
City:
Country:
Contact person or persons:
E-mail:
Telephone:
Fax:
VAT number, if applicable:
Website (if applicable):

Is the economic operator a Micro, a Small or a Medium-Sized Enterprise?
Yes / No

EO is a sheltered workshop

Only in case the procurement is reserved: is the economic operator a sheltered workshop, a 'social business' or will it provide for the performance of the contract in the context of sheltered employment programmes?

Your answer?
Yes / No

What is the corresponding percentage of disabled or disadvantaged workers?
%

If required, please specify which category or categories of disabled or disadvantaged workers the employees concerned belong to?
-

Is this information available at no cost to the authorities from an EU Member State database?
Yes / No

URL

-

Reference/Code

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Issuer

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EO registered in a PQS

If applicable, is the economic operator registered on an official list of approved economic operators or does it have an equivalent certificate (e.g. under a national (pre)qualification system)?

Your answer?
Yes / No

Please provide the name of the list or certificate and the relevant registration or certification number, if applicable
-

If the certificate of registration or certification is available electronically, please state where
-

Please state the references on which the registration or certification is based, and, where applicable, the classification obtained in the official list
-

Does the registration or certification cover all of the required selection criteria?
Yes / No

Will the economic operator be able to provide a certificate with regard to the payment of social security contributions and taxes or provide information enabling the contracting authority or contracting entity to obtaining it directly by accessing a national database in any Member State that is available free of charge?
Yes / No

Is this information available at no cost to the authorities from an EU Member State database?
Yes / No

URL

-

Reference/Code

-

Issuer

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EO together with others

Is the economic operator participating in the procurement procedure together with others?

Your answer?

Yes / No

Please indicate the role of the economic operator in the group (leader, responsible for specific tasks...)

-

Please identify the other economic operators participating in the procurement procedure together

-

Where applicable, name of the participating group:

-

Is this information available at no cost to the authorities from an EU Member State database?

Yes / No

URL

-

Reference/Code

-

Issuer

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Lots the EO tenders to

Where applicable, indication of the lot(s) for which the economic operator wishes to tender:

Your answer?

-

B: Information about representatives of the economic operator #1

First name:
Last name:
Date of birth:
Place of birth:
Street and number:
Postcode:
City:
Country:
Telephone:
E-mail:
Position/Acting in the capacity of:

C: Information about reliance on the capacities of other entities

Relied on entities

Does the economic operator rely on the capacities of other entities in order to meet the selection criteria set out under Part IV and the criteria and rules (if any) set out under Part V below?

Your answer?
Yes / No

Name of the entity
-

ID of the entity
-

Type of ID
-

CPV Codes:
-

Is this information available at no cost to the authorities from an EU Member State database?
Yes / No

URL
-

Reference/Code
-

Issuer
-

D: Information concerning subcontractors on whose capacity the economic operator does not rely

Not relied on entities

Does the economic operator intend to subcontract any share of the contract to third parties?

Your answer?
Yes / No

Name of the entity
-

ID of the entity
-

Type of ID
-

CPV Codes:
-

Is this information available at no cost to the authorities from an EU Member State database?
Yes / No

URL
-

Reference/Code
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Issuer
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Part III: Exclusion grounds

A: Grounds relating to criminal convictions

Article 57(1) of Directive 2014/24/EU sets out the following reasons for exclusion Participation in a criminal organisation

Has the economic operator itself or any person who is a member of its administrative, management or supervisory body or has powers of representation, decision or control therein been the subject of a conviction by final judgment for participation in a criminal organisation, by a conviction rendered at the most five years ago or in which an exclusion period set out directly in the conviction continues to be applicable? As defined in Article 2 of Council Framework Decision 2008/841/JHA of 24 October 2008 on the fight against organised crime (OJ L 300, 11.11.2008, p. 42).

Your answer?
Yes / No

Date of conviction
..

Reason
-

Who has been convicted

-

Length of the period of exclusion

-

Have you taken measures to demonstrate your reliability (Chr(34)Self-CleaningChr(34))

Yes / No

Please describe them

-

Is this information available at no cost to the authorities from an EU Member State database?

Yes / No

URL

-

Reference/Code

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Issuer

-

Corruption

Has the economic operator itself or any person who is a member of its administrative, management or supervisory body or has powers of representation, decision or control therein been the subject of a conviction by final judgment for corruption, by a conviction rendered at the most five years ago or in which an exclusion period set out directly in the conviction continues to be applicable? As defined in Article 3 of the Convention on the fight against corruption involving officials of the European Communities or officials of Member States of the European Union, OJ C 195, 25.6.1997, p. 1, and in Article 2(1) of Council Framework Decision 2003/568/JHA of 22 July 2003 on combating corruption in the private sector (OJ L 192, 31.7.2003, p. 54). This exclusion ground also includes corruption as defined in the national law of the contracting authority (contracting entity) or the economic operator.

Your answer?

Yes / No

Date of conviction

..

Reason

-

Who has been convicted

-

Length of the period of exclusion

-

Have you taken measures to demonstrate your reliability (Chr(34)Self-CleaningChr(34))

Yes / No

Please describe them

-

Is this information available at no cost to the authorities from an EU Member State database?

Yes / No

URL

-

Reference/Code

-

Issuer

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Fraud

Has the economic operator itself or any person who is a member of its administrative, management or supervisory body or has powers of representation, decision or control therein been the subject of a conviction by final judgment for fraud, by a conviction rendered at the most five years ago or in which an exclusion period set out directly in the conviction continues to be applicable? Within the meaning of Article 1 of the Convention on the protection of the European Communities' financial interests (OJ C 316, 27.11.1995, p. 48).

Your answer?

Yes / No

Date of conviction

..

Reason

-

Who has been convicted

-

Length of the period of exclusion

-

Have you taken measures to demonstrate your reliability (Chr(34)Self-CleaningChr(34))

Yes / No

Please describe them

-

Is this information available at no cost to the authorities from an EU Member State database?

Yes / No

URL

-

Reference/Code

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Issuer

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Terrorist offences or offences linked to terrorist activities

Has the economic operator itself or any person who is a member of its administrative, management or supervisory body or has powers of representation, decision or control therein been the subject of a conviction by final judgment for terrorist offences or offences linked to terrorist activities, by a conviction rendered at the most five years ago or in which an exclusion period set out directly in the conviction continues to be applicable? As defined in Articles 1 and 3 of Council Framework Decision of 13 June 2002 on combating terrorism (OJ L 164, 22.6.2002, p. 3). This exclusion ground also includes inciting or aiding or abetting or attempting to commit an offence, as referred to in Article 4 of that Framework Decision.

Your answer?

Yes / No

Date of conviction

..

Reason

-

Who has been convicted

-

Length of the period of exclusion

-

Have you taken measures to demonstrate your reliability (Chr(34)Self-CleaningChr(34))

Yes / No

Please describe them

-

Is this information available at no cost to the authorities from an EU Member State database?

Yes / No

URL

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Reference/Code

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Issuer

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Money laundering or terrorist financing

Has the economic operator itself or any person who is a member of its administrative, management or supervisory body or has powers of representation, decision or control therein been the subject of a conviction by final judgment for money laundering or terrorist financing, by a conviction rendered at the most five years ago or in which an exclusion period set out directly in the conviction continues to be applicable? As defined in Article 1 of Directive 2005/60/EC of the European Parliament and of the Council of 26 October 2005 on the prevention of the use of the financial system for the purpose of money laundering and terrorist financing (OJ L 309, 25.11.2005, p. 15).

Your answer?
Yes / No

Date of conviction

..

Reason

-

Who has been convicted

-

Length of the period of exclusion

-

Have you taken measures to demonstrate your reliability (Chr(34)Self-CleaningChr(34))
Yes / No

Please describe them

-

Is this information available at no cost to the authorities from an EU Member State database?
Yes / No

URL

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Reference/Code

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Issuer

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Child labour and other forms of trafficking in human beings

Has the economic operator itself or any person who is a member of its administrative, management or supervisory body or has powers of representation, decision or control therein been the subject of a conviction by final judgment for child labour and other forms of trafficking in human beings, by a conviction rendered at the most five years ago or in which an exclusion period set out directly in the conviction continues to be applicable? As defined in Article 2 of Directive 2011/36/EU of the European Parliament and of the Council of 5 April 2011 on preventing and combating trafficking in human beings and protecting its victims, and replacing Council Framework Decision 2002/629/JHA (OJ L 101, 15.4.2011, p. 1).

Your answer?
Yes / No

Date of conviction

..

Reason

-

Who has been convicted

-

Length of the period of exclusion

-

Have you taken measures to demonstrate your reliability (Chr(34)Self-CleaningChr(34))

Yes / No

Please describe them

-

Is this information available at no cost to the authorities from an EU Member State database?

Yes / No

URL

-

Reference/Code

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Issuer

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B: Grounds relating to the payment of taxes or social security contributions

Article 57(2) of Directive 2014/24/EU sets out the following reasons for exclusion
Payment of taxes

Has the economic operator breached its obligations relating to the payment of taxes, both in the country in which it is established and in Member State of the contracting authority or contracting entity if other than the country of establishment?

Your answer?

Yes / No

Country or Member State concerned

-

Amount concerned

Has this breach of obligations been established by means other than a judicial or administrative decision?

Yes / No

Please describe which means were used

-

Has the economic operator fulfilled its obligations by paying or entering into a binding arrangement with a view to paying the taxes or social security contributions due, including, where applicable, any interest accrued or fines?
Yes / No

Please describe them
-

If this breach of obligations was established through a judicial or administrative decision, was this decision final and binding?
Yes / No

..

In case of a conviction, insofar as established directly therein, the length of the period of exclusion
-

Is this information available at no cost to the authorities from an EU Member State database?
Yes / No

URL
-

Reference/Code
-

Issuer
-

Payment of social security

Has the economic operator breached its obligations relating to the payment social security contributions, both in the country in which it is established and in Member State of the contracting authority or contracting entity if other than the country of establishment?

Your answer?
Yes / No

Country or Member State concerned
-

Amount concerned

Has this breach of obligations been established by means other than a judicial or administrative decision?
Yes / No

Please describe which means were used
-

Has the economic operator fulfilled its obligations by paying or entering into a binding arrangement with a view to paying the taxes or social security contributions due, including, where applicable, any interest accrued or fines?
Yes / No

Please describe them
-

If this breach of obligations was established through a judicial or administrative decision, was this decision final and binding?
Yes / No

..

In case of a conviction, insofar as established directly therein, the length of the period of exclusion
-

Is this information available at no cost to the authorities from an EU Member State database?
Yes / No

URL
-

Reference/Code
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Issuer
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C: Grounds relating to insolvency, conflicts of interests or professional misconduct

Article 57(4) of Directive 2014/24/EU sets out the following reasons for exclusion
Breaching of obligations in the field of environmental law

Has the economic operator, to its knowledge, breached its obligations in the field of environmental law? As referred to for the purposes of this procurement in national law, in the relevant notice or the procurement documents or in Article 18(2) of Directive 2014/24 /EU.

Your answer?
Yes / No

Please describe them
-

Have you taken measures to demonstrate your reliability (Chr(34)Self-CleaningChr(34))
Yes / No

Please describe them
-

Is this information available at no cost to the authorities from an EU Member State database?
Yes / No

URL

-

Reference/Code

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Issuer

-

Breaching of obligations in the field of social law

Has the economic operator, to its knowledge, breached its obligations in the field of social law? As referred to for the purposes of this procurement in national law, in the relevant notice or the procurement documents or in Article 18(2) of Directive 2014/24/EU.

Your answer?
Yes / No

Please describe them

-

Have you taken measures to demonstrate your reliability (Chr(34)Self-CleaningChr(34))
Yes / No

Please describe them

-

Is this information available at no cost to the authorities from an EU Member State database?
Yes / No

URL

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Reference/Code

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Issuer

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Breaching of obligations in the fields of labour law

Has the economic operator, to its knowledge, breached its obligations in the field of labour law? As referred to for the purposes of this procurement in national law, in the relevant notice or the procurement documents or in Article 18(2) of Directive 2014/24/EU.

Your answer?
Yes / No

Please describe them

-

Have you taken measures to demonstrate your reliability (Chr(34)Self-CleaningChr(34))
Yes / No

Please describe them

-

Is this information available at no cost to the authorities from an EU Member State database?

Yes / No

URL

-

Reference/Code

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Issuer

-

Bankruptcy

Is the economic operator bankrupt? This information needs not be given if exclusion of economic operators in this case has been made mandatory under the applicable national law without any possibility of derogation where the economic operator is nevertheless able to perform the contract.

Your answer?

Yes / No

Please describe them

-

Indicate reasons for being able nevertheless to perform the contract

-

Is this information available at no cost to the authorities from an EU Member State database?

Yes / No

URL

-

Reference/Code

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Issuer

-

Insolvency

Is the economic operator the subject of insolvency or winding-up? This information needs not be given if exclusion of economic operators in this case has been made mandatory under the applicable national law without any possibility of derogation where the economic operator is nevertheless able to perform the contract.

Your answer?

Yes / No

Please describe them

-

Indicate reasons for being able nevertheless to perform the contract

-

Is this information available at no cost to the authorities from an EU Member State database?

Yes / No

URL

-

Reference/Code

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Issuer

-

Arrangement with creditors

Is the economic operator in arrangement with creditors? This information needs not be given if exclusion of economic operators in this case has been made mandatory under the applicable national law without any possibility of derogation where the economic operator is nevertheless able to perform the contract.

Your answer?

Yes / No

Please describe them

-

Indicate reasons for being able nevertheless to perform the contract

-

Is this information available at no cost to the authorities from an EU Member State database?

Yes / No

URL

-

Reference/Code

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Issuer

-

Analogous situation like bankruptcy under national law

Is the economic operator in in any analogous situation like bankruptcy arising from a similar procedure under national laws and regulations? This information needs not be given if exclusion of economic operators in this case has been made mandatory under the applicable national law without any possibility of derogation where the economic operator is nevertheless able to perform the contract.

Your answer?

Yes / No

Please describe them

-

Indicate reasons for being able nevertheless to perform the contract

-

Is this information available at no cost to the authorities from an EU Member State database?

Yes / No

URL

-

Reference/Code

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Issuer

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Assets being administered by liquidator

Are the assets of the economic operator being administered by a liquidator or by the court? This information needs not be given if exclusion of economic operators in this case has been made mandatory under the applicable national law without any possibility of derogation where the economic operator is nevertheless able to perform the contract.

Your answer?

Yes / No

Please describe them

-

Indicate reasons for being able nevertheless to perform the contract

-

Is this information available at no cost to the authorities from an EU Member State database?

Yes / No

URL

-

Reference/Code

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Issuer

-

Business activities are suspended

Are the business activities of the economic operator suspended? This information needs not be given if exclusion of economic operators in this case has been made mandatory under the applicable national law without any possibility of derogation where the economic operator is nevertheless able to perform the contract.

Your answer?

Yes / No

Please describe them

-

Indicate reasons for being able nevertheless to perform the contract

-

Is this information available at no cost to the authorities from an EU Member State database?

Yes / No

URL

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Reference/Code

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Issuer

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Guilty of grave professional misconduct

Is the economic operator guilty of grave professional misconduct? Where applicable, see definitions in national law, the relevant notice or the procurement documents.

Your answer?

Yes / No

Please describe them

-

Have you taken measures to demonstrate your reliability (Chr(34)Self-CleaningChr(34))

Yes / No

Please describe them

-

Is this information available at no cost to the authorities from an EU Member State database?

Yes / No

URL

-

Reference/Code

-

Issuer

-

Conflict of interest due to its participation in the procurement procedure

Is the economic operator aware of any conflict of interest, as indicated in national law, the relevant notice or the procurement documents due to its participation in the procurement procedure?

Your answer?

Yes / No

Please describe them

-

Is this information available at no cost to the authorities from an EU Member State database?
Yes / No

URL

-

Reference/Code

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Issuer

-

Part IV: Selection criteria

A: Suitability

The economic operator should only provide information where the selection criteria concerned have been required by the contracting authority or contracting entity in the relevant notice or in the procurement documents referred to in the notice.
Enrolment in a relevant professional register

It is enrolled in relevant professional registers kept in the Member State of its establishment as described in Annex XI of Directive 2014/24/EU; economic operators from certain Member States may have to comply with other requirements set out in that Annex.

Your answer?
Yes / No

Is this information available at no cost to the authorities from an EU Member State database?
Yes / No

URL

-

Reference/Code

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Issuer

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Enrolment in a trade register

It is enrolled in trade registers kept in the Member State of its establishment as described in Annex XI of Directive 2014/24/EU; economic operators from certain Member States may have to comply with other requirements set out in that Annex.

Your answer?
Yes / No

Is this information available at no cost to the authorities from an EU Member State database?
Yes / No

URL

-

Reference/Code

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Issuer

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For service contracts: authorisation of particular organisation needed

Is a particular authorisation of a particular organisation needed in order to be able to perform the service in question in the country of establishment of the economic operator?

Your answer?
Yes / No

Please describe them

-

Is this information available at no cost to the authorities from an EU Member State database?
Yes / No

URL

-

Reference/Code

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Issuer

-

For service contracts: membership of particular organisation needed

Is a particular membership of a particular organisation needed in order to be able to perform the service in question in the country of establishment of the economic operator?

Your answer?
Yes / No

Please describe them

-

Is this information available at no cost to the authorities from an EU Member State database?
Yes / No

URL

-

Reference/Code

-

Issuer

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B: Economic and financial standing

Article 58(3) of Directive 2014/24/EU sets out the following selection criteria
General yearly turnover

Its general yearly turnover for the number of financial years required in the relevant notice, the procurement documents or the ESPD is as follows:

Start date - End date

.. - ..

Amount

Is this information available at no cost to the authorities from an EU Member State database?
Yes / No

URL

-

Reference/Code

-

Issuer

-

Set up of economic operator

In case the information concerning turnover (general or specific) is not available for the entire period required, please state the date on which the economic operator was set up or started trading:

Please specify

-

Is this information available at no cost to the authorities from an EU Member State database?
Yes / No

URL

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Reference/Code

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Issuer

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C: Technical and professional ability

The economic operator should only provide information where the selection criteria concerned have been required by the contracting authority or contracting entity in the relevant notice or in the procurement documents referred to in the notice.
For service contracts: performance of services of the specified type

For public service contracts only: During the reference period, the economic operator has provided the following main services of the type specified. Contracting authorities may require up to three years and allow experience dating from more than three years.

Description

-

Amount

Start date - End date

.. - ..

Recipients

-

Is this information available at no cost to the authorities from an EU Member State database?

Yes / No

URL

-

Reference/Code

-

Issuer

-

Educational and professional qualifications

The following educational and professional qualifications are held by the service provider or the contractor itself, and/or (depending on the requirements set out in the relevant notice or the procurement documents) by its managerial staff.

Please describe them

-

Is this information available at no cost to the authorities from an EU Member State database?

Yes / No

URL

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Reference/Code

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Issuer

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Subcontracting proportion

The economic operator intends possibly to subcontract the following proportion (i. e. percentage) of the contract. Please note that if the economic operator has decided to subcontract a part of the contract and relies on the subcontractor's capacities to perform that part, then please fill in a separate ESPD for such subcontractors, see Part II, Section C above.

Please specify

-

Is this information available at no cost to the authorities from an EU Member State database?

Yes / No

URL

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Reference/Code

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Issuer

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D: Quality assurance schemes and environmental management standards

Article 62(2) of Directive 2014/24/EU sets out the following selection criteria Certificates by independent bodies about quality assurance standards

Will the economic operator be able to produce certificates drawn up by independent bodies attesting that the economic operator complies with the required quality assurance standards, including accessibility for disabled persons?

Your answer?

Yes / No

If not, please explain why and state which other means of proof can be provided:

-

Is this information available at no cost to the authorities from an EU Member State database?

Yes / No

URL

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Reference/Code

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Issuer

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Finish

Part VI: Concluding statements

The undersigned formally declare that the information stated under Parts II - V above is accurate and correct and that it has been set out in full awareness of the consequences of serious misrepresentation.

The undersigned formally declare to be able, upon request and without delay, to provide the certificates and other forms of documentary evidence referred to, except where:

a) The contracting authority or contracting entity has the possibility of obtaining the supporting documentation concerned directly by accessing a national database in any Member State that is available free of charge (on condition that the economic operator has provided the necessary information (web address, issuing authority or body, precise reference of the documentation) allowing the contracting authority or contracting entity to do so. Where required, this must be accompanied by the relevant consent to such access), or

b) As of 18 October 2018 at the latest (depending on the national implementation of the second subparagraph of Article 59(5) of Directive 2014/24/EU), the contracting authority or contracting entity already possesses the documentation concerned.

The undersigned formally consent to [identify the contracting authority or contracting entity as set out in Part I, Section A], gaining access to documents supporting the information, which has been provided in [identify the Part/Section/Point(s) concerned] of this European Single Procurement Document for the purposes of [identify the procurement procedure: (summary description, reference of publication in the Official Journal of the European Union, reference number)].

Date, place and, where required or necessary, signature(s):

Date

Place

Signature