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|  | Annex 1 to the Conditions of the Formal Bidding Procedure |

**BID**

FOR THE PROCUREMENT OF SERVICES

FOR THE „DOCUMENT MANAGEMENT SYSTEM

**Part B. Prices**

\_\_\_\_\_\_\_\_\_\_\_\_

(Date)

**\_\_\_\_\_\_\_\_\_\_\_\_\_**

(Place of signature)

|  |  |
| --- | --- |
| Name of the services provider |  |

Part B of our proposal specifies the prices of services offered in Part A of the tender. Prices are stated in the table below:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Item No | Title of modules | Rate per one hour of working (without VAT), EUR | Max working hours | Price (without VAT), EUR |
| 1. | Request for leave or Compensatory Day off |  |  |  |
| 2. | Internship/Fellowship |  |  |  |
| 3. | Public Procurement |  |  |  |
| 4. | Recommendation for Recognition |  |  |  |
| 5. | Work from Remote Location |  |  |  |
| 6. | Travel on Duty (TDY) |  |  |  |
| 7. | TDY Expense Report |  |  |  |
| 8. | Directors’ Order |  |  |  |
| **Total price (without VAT), EUR** | | | |  |
| **Total VAT, EUR** | | | |  |
| **Total price**\* **(with VAT), EUR** | | | |  |

**\***Price shall include all taxes and expenses associated with the provision of services.

**Total price of the bid, incl. VAT**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(in words)

(Position) (Signature) (Full name)