

**Contract Type:** Proximity Time and Means

**Specific Contract Number:**

**Framework Contract Number:**

**The Parties:**

*European Union*

The European Union (hereinafter referred to as "the Union"), represented by the European Commission (hereinafter referred to as "the Commission"), which is represented for the purposes of the signature of this contract by Mr XXXXXXXXXXXXX, Job Title, Directorate General – Directorate X

*The Contractor*

[NAME  
ADDRESS  
VAT N°]

**which together form XXX CONSORTIUM, represented by Mr/Ms XXXXXXXXXXXXX - Job Title XXX -&- Mr/Ms XXXXXXXXXXXXX - Job Title XXX the contractor identified above shall be jointly and severally liable vis-à-vis the Commission for the performance of this contract**

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**Framework Contract Signature Date:** DD/MM/YYYY

**Request Number:** TEST II-XXXXXXXXXXXXXXXXX dated DD/MM/YYYY

**Subject:** XXXXXXXXXXXXX

**Start Date:** [OPTION 1]  
at the earliest on the date it is signed by the last contracting party.

[OPTION 2]  
at the earliest on the date it is signed by the last contracting party, and not before the end of Specific Contract n° yyyyyyy.

[OPTION 3]  
at the earliest on the date it is signed by the last contracting party, and not before dd/mm/yyyy.

[OPTION 4]  
at the earliest on the date it is signed by the last contracting party, and not before dd/mm/yyyy, and not before the end of Specific Contract n° yyyyyyy.

**End Date:** DD/MM/YYYY

**Place of Delivery:** XXXXXXXXXXX

**Service Providers:**

Mr/Mrs XXXXXXXXXXXXX – **Profile:** XXXXXXXXXXXXXXXXXXXXX

**Daily Rate:** XXXX EUR      **Number of Days:** XXX      **Amount for Profile:** XXXXXXXX EUR

**Total Amount:** XXXXXXXX EUR

**Invoicing Procedure**

[OPTION 1]  
Amounts in the Specific Contract over EUR 25 000:  
- at the end of each calendar quarter, on the basis of time sheets signed by the Commission and the service provider using the form in Annex III (these time sheets must be attached to the invoice).

[OPTION 2]  
Amounts in the Specific Contract below EUR 25 000:  
- once the work has been completed, on the basis of time sheets signed by the Commission and the service provider using the form in Annex III (these time sheets must be attached to the invoice).

**Bank Account:** XXXXXXXXXXX held with XXXXXXXXXXXXXXXXXXXX

**Subcontracting**

[OPTION 1]  
Not applicable

[OPTION 2]

6.1. In accordance with Article II.10 of the General Conditions, the Contractor has been permitted to subcontract under the present specific contract by way of acceptance its offer submitted under the Request referenced in Art.1.1.

6.2. Tasks stated under the Request referenced under article 1.1. may be performed by the subcontractor Subcontractor Name [and possibly address], entirely at the risk of the Contractor.

NB: The freelancers have to be indicated as subcontractors.

6.3. Without prejudice to the Commission's other rights under Article II.12 of the General Conditions, if the Contractor fails to meet his obligations, the Specific Contract with the Commission may be terminated in accordance with Article II.12 (k) of the General Conditions. This clause applies throughout the term of the Specific Contract.

### Performance Guarantees

Not applicable

### Invoicing information

Address

### Person Responsible for the Customer

Administrative Matters

[NAME]

[OFFICE] [TEL]

Technical matters:

[NAME]

[OFFICE] [TEL]

### Person Responsible for the contractor

[NAME]

[TEL] [EMAIL]

### Additional Provisions

Not applicable