

List of documents to be submitted with the request to participate/ candidature or during the procedure

The purpose of this table is to help candidates prepare their requests to participate and set out clearly what documents must be submitted, by which involved entities, when (with the request to participate or later on request of the Contracting Authority) and where (eSubmission, Participant register etc.).

Description	Sole tenderer	Joint tender		Identified Subcontractor	Entity on whose capacity is being relied	When and where to submit the document?	Instructions for uploading in eSubmission	
		Group leader	Member of the group				How to name the file?	Where to upload?
1. Identification and information about the tenderer.								
eSubmission view								
<div><div><div></div></div><div>Ways to submit</div><div></div><div>Parties</div><div></div><div>Tender data</div><div></div><div>Submission report</div><div></div><div>Submit</div></div>								
Legal Entity Form Download the form from: https://ec.europa.eu/info/publications/legal-entities_en	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	With the tender/ request to participate in eSubmission	'Legal Entity Form' / LEF	With the concerned entity under 'Parties' →'Identification tenderer' →'Attachments'→'Other documents'.

Evidence of legal existence and status	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	With the tender/ request to participate in eSubmission	'LEF_Supporting documents'	With the concerned entity under 'Parties' → 'Identification tenderer' → 'Attachments' → 'Other documents'.
Financial Identification Form Download the form from: https://ec.europa.eu/info/publications/financial-identification_en	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>				With the tender/ request to participate in eSubmission	'Financial Identification Form'	With the concerned entity under 'Parties' → 'Identification tenderer' → 'Attachments' → 'Other documents'.
Declaration on Honour on exclusion and selection criteria (see Section 3.1 of Tender Specifications) model in Annex 2. Declaration on Honour on exclusion and selection criteria	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	With the tender/ request to participate in eSubmission	'Declaration on Honour'	With the concerned entity under 'Parties' → 'Identification tenderer' → 'Attachments' → 'Declaration on Honour'. For entities on whose capacity is being relied and who are not subcontractors, the document must be uploaded in the section of the Sole tenderer or Group leader: → 'Identification tenderer' → 'Attachments' → 'Other documents'.
Evidence that the person signing the documents is an authorised	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			With the tender/ request to participate in eSubmission	'Authorisation to sign' documents'	With the concerned entity under 'Parties' → 'Identification tenderer' → 'Attachments' → 'Other documents'.

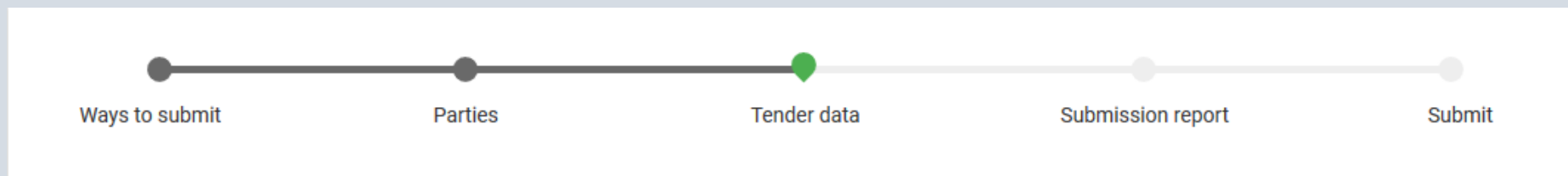
representative of the entity ¹								
Power of Attorney Model in Annex 3. Power of Attorney	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			With the tender/ request to participate in eSubmission	'Power of attorney'	In the Group leader's section under 'Parties' →'Identification tenderer' →'Attachments'→'Other documents'.
List of identified subcontractors (see Section 2.3.2 of Tender Specifications) model in Annex 4. List of identified subcontractors	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>				With the tender/ request to participate in eSubmission	'List of identified subcontractors'	In the Sole tenderer's or the Group leader's section under 'Parties' →'Identification tenderer' →'Attachments'→'Other documents'.
Commitment letter – Letter of Intent (see Section 2.3.2 and 2.3.3 of Tender Specifications) Models in Annex 5				<input checked="" type="checkbox"/> (model in Annex 5.1)	<input checked="" type="checkbox"/> (model in Annex 5.2)	With the tender/ request to participate in eSubmission	'Commitment letter'	With the concerned entity under 'Parties' →'Identification tenderer' →'Attachments'→'Other documents'.
Evidence of non- exclusion (see Section 3.1 of Tender Specifications)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Only upon request by <i>the Contracting Authority</i> At any time during the procedure	n. a.	n. a.
Evidence of economic and financial capacity F1 - Turnover						With the tender/ request to participate in eSubmission	'Balance_sheet_ entity_year Profit_Loss_Account _entity_year'	With the Group leader or the sole tenderer under 'Parties' →'Identification tenderer'

¹ A document that the Contracting authority can access on a national database free of charge does not need to be submitted if the Contracting authority is provided with the exact internet link and, if applicable, the necessary identification data to retrieve the document.

(see Section 3.2.2 of Tender Specifications)	The documents must be provided only by the <i>involved entities</i> who contribute to reaching the minimum capacity level for criterion F1			→'Attachments'→'Economic and financial capacity'.
Evidence of technical and professional capacity T1 - Expertise (see Section 3.2.3 of Tender Specifications)	The documents must be provided only by the <i>involved entities</i> who contribute to reaching the minimum capacity level for criterion T1	With the tender/request to participate in eSubmission	'List of projects'	With the Group leader or the sole tenderer under 'Parties' →'Identification tenderer' →'Attachments'→'Technical and professional capacity'.
Evidence of technical and professional capacity T2 - Manpower (see Section 3.2.3 of Tender Specifications)	The documents must be provided only by the involved entities who contribute to reaching the minimum capacity level for criterion T2	With the tender/request to participate in eSubmission	'Documents_profile_No_1' 'Documents_profile_No_2'	With the Group leader or the sole tenderer under 'Parties' →'Identification tenderer' →'Attachments'→'Technical and professional capacity'.

2. Tender data.

eSubmission view



Failure to upload the following documents in eSubmission will lead to rejection of the tender/ request to participate.