

EUROPEAN COMMISSION JOINT RESEARCH CENTRE Institute for Environment and Sustainability Digital Earth and Reference Data Unit

Ispra, 11/06/2015

Att. Francisco J. Doblas-Reyes
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Subject: development of a first public release of the Caliope app for Europe

1. The Joint Research Centre of the European Commission in Ispra has the intention to award a contract for the:

"development of a first public release of the Caliope app for Europe"

as described in the Technical Annex here attached.

2. If you are interested in providing this offer please send it **not later than 19th June 2015** to the following e-mail address **h06-sec@jrc.ec.europa.eu** – **Attention Ms Valeria PIVA**

The tender must be signed by your duly authorised representative and shall include the following information:

- a. a detailed description of the service
- b. price quoted in EUR excluding VAT, specifying the costs for the delivery (transport, insurance, packing), if any
- c. reference and date of the offer
- d. your full company name and coordinates
- e. VAT number
- f. Bank account details, including IBAN
- g. period of validity of the offer (typically 60 days, minimum 30 days)
- h. name of the contact person (telephone and fax numbers)
- i. delivery timing
- j. duration of guarantee, if any

3. If you have never worked with European Commission before, or if the data provided in the past have been changed, please make sure to return the following forms (Legal Entity form: http://ec.europa.eu/budget/contracts grants/info contracts/legal entities/legal entities en.cfm and

Financial Identification form:

http://ec.europa.eu/budget/contracts grants/info contracts/financial id/financial id en.cfm) and requested documents, so that we can proceed with the order and payments can be authorised in your favour.

- 4. Submission of a tender implies acceptance of all the terms and conditions set out in this invitation to tender and in the general conditions for low value contracts which are available at:

 http://ec.europa.eu/budget/contracts grants/info contracts/lowVal contracts/LowVal contracts fr.cfm
 If required, the general conditions will be provided as pdf file.
- 5. This invitation to tender is in no way binding on the Commission. The Commission's contractual obligation commences only upon signature of the order by both parties.
- 6. Payment conditions: Except for clauses expressly mentioned in the purchase order, payments are executed by bank transfer within 30 calendar days from the receipt of the invoice.
- 7. Fiscal provisions: Pursuant to the provisions of Articles 3 and 4 of the Protocol on the Privileges and Immunities of the European Union, the Commission is exempt from all taxes and dues, including value added tax, on payments due in respect of this contract.

Intra-Community.

The European Commission benefits from the exemption of value added tax (VAT) under the terms of Article 15, §10 of the Sixth Council Directive n. 77/388/CEE, amended by the Directive 92/111/EEC of 14.12.1992. Invoices have consequently to be issued without VAT and have to indicate: "VAT Exemption / European Union / Article 151 of Council Directive 2006/112/EC".

- 8. Applicable law: The contract shall be governed by Union law, complemented, where necessary, by Italian law and any dispute shall be brought before the courts of Varese.
- 9. If processing your reply to the invitation to tender involves the recording and processing of personal data (such as your name, address and CV), such data will be processed pursuant to Regulation (EC) No 45/2001 on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data. Unless indicated otherwise, your replies to the questions and any personal data requested are required to evaluate your tender in accordance with the specifications of the invitation to tender and will be processed solely for that purpose by the Head of Digital Earth and Reference Data Unit acting as data controller.

Details concerning the processing of your personal data are available on the privacy statement at: http://ec.europa.eu/dataprotectionofficer/privacystatement_publicprocurement_en.pdf.

Your personal data may be registered in the Early Warning System (EWS) only or both in the EWS and Central Exclusion Database (CED) by the Accounting Officer of the Commission, should you be in one of the situations mentioned in:

- the Commission Decision 2008/969 of 16.12.2008 on the Early Warning System (for more information see the Privacy Statement on

http://ec.europa.eu/budget/contracts_grants/info_contracts/legal_entities/legal_entities_en.cfm), or

- the Commission Regulation 2008/1302 of 17.12.2008 on the Central Exclusion Database (for more information see the Privacy Statement on http://ec.europa.eu/budget/explained/management/protecting/protect_en.cfm#BDCE)

Date and signature