# *B. DRAFT CONTRACT AND SPECIAL CONDITIONS, INCLUDING ANNEXES*

# DRAFT CONTRACT

SUPPLY CONTRACT FOR EUROPEAN

UNION EXTERNAL ACTIONS

No <Contract number>

**financed from the general budget of the Union**

**Municipality of Zemen**, with address in the city of Zemen, 3 Hristo Botev Str., represented by the Mayor of the municipality Mr. Dimitar Sotirov and Ms Petrana Raicheva, Chief Accountant, BULSTAT 000386662, VAT № BG 000386662

(‘The contracting authority’),

of the one part,

and

<Full official name of contractor>

[<Legal status/title>][[1]](#footnote-1)

[<Official registration number>][[2]](#footnote-2)

<Full official address>

[<VAT number>][[3]](#footnote-3), (‘the contractor’)

of the other part,

have agreed as follows:

**PROJECT** N CB007.2.11.098**:** IMPRESS – Investment Management for PREservation of the cultural heritage in the croSS-border region, co-funded by EU through the Interreg-IPA CBC Bulgaria–Serbia Programme 2014 - 2020

**CONTRACT TITLE SUPPLIES FOR TOURISTIC AND INFORMATION CENTERS AND EXHIBITION HALLS IN THE VILLAGES OF DIVLYA AND ELOV DOL**

**Identification number** CB007.2.11.098 – SUP - 01

**Article 1 Subject**

* 1. The subject of the contract shall be:

the supply, delivery, unloading, siting and installation, of the following supplies:

1. Supplies for the Tourist Information Center and Exhibition Hall of Vladimir Dimitrov - Master, Divlya, municipality of Zemen”

|  |  |  |
| --- | --- | --- |
| **N** | **Item** | **Number of Units** |
| 1 | Desk | 1 unit |
| 2 | Shelf | 6 units |
| 3 | Visitor chairs | 1 unit |
| 4 | Computer configuration | 1 unit |
| 5 | Multimedia | 1 unit |
| 6 | Multimedia projection screen | 1 unit |
| 7 | Type 1 position | 10 units |
| 8 | Type 2 position | 1 unit |
| 9 | Type 3 position | 3 units |
| 10 | Plastic mannequin | 2 units |
| 11 | Type 4 position | 2 units |
| 12 | Exhibit panel in detail– | 14 units |
| 13 | L-shaped perforated sheet metal | 1 unit |
| 14 | Decorative panel interpretation | 1 unit |
| 15 | Supply and installation of window blinds | 32 units |
| 16 | Sound system– | 1 unit |
| 17 | Supply and installation of HPL - dark walnut color HPL | 31,50 |
| 18 | Delivery and installation of a plate made of perforated sheet | 1 unit |

1. Supplies for theTourist information Center and exhibition hall of Kukeri customs, village of Elov Dol, municipality of Zemen

|  |  |  |
| --- | --- | --- |
| **N** | **Item** | **Number of Units** |
| 1 | Desk | 2 units |
| 2 | Shelf | 4 units |
| 3 | Visitor chairs | 4 units |
| 4 | Computer configuration | 1 unit |
| 5 | Multimedia | 2 units |
| 6 | Multimedia projection screen | 1 unit |
| 7 | Multimedia screening film | 1 unit |
| 8 | Staples for clothes | 1 unit |
| 9 | Foldable screen | 1 unit |
| 10 | Lighting rails – 8 l.m | 2 units |
| 11 | Plastic mannequin – male 4 pcs., female 4 pcs. | 8 units |
| 12 | Position Size:30/50/30cm- | 11 units |
| 13 | Position Size:30/50/80cm | 5 units |
| 14 | Position Size:100/150cm | 3 units |
| 15 | Mobile cabinet | 2 units |
| 16 | Chain hook L 150 | 2 units |
| 17 | Exhibit panel in detail – | 8 units |
| 18 | Decorative P-shaped chipboard element | 6 m2 |
| 19 | Entry plate | 1 unit |
| 20 | Textile blinds | 30,01 m2 |
| 21 | Sound system | 1 unit |

The place of acceptance of the supplies shall be the premises of the Contracting Authority, Municipality of Zemen, Bulgaria, the time limits for delivery shall be 45 days and the Incoterm applicable shall be DDP[[4]](#footnote-4). The implementation period of tasks shall run from the receipt of a commencement order issued by the Contracting Authority to date of signature of acceptance protocol by the Contracting Authority.

1.2 . The contractor shall comply strictly with the terms of the special conditions and the technical annex.

**Article 2 Origin**

The rules of origin of the goods are defined in Article 10 of the special conditions.

A certificate of origin for the goods must be provided by the contractor at the latest when it requests provisional acceptance of the goods. Failure to comply with this condition may result in the termination of the contract and/or suspension of payment.

**Article 3 Price**

3.1 The price of the supplies shall be that shown on the financial offer (specimen in Annex IV). The total maximum contract price shall be EUR.<insert price>

3.2 Payments shall be made in accordance with the general and/or special conditions (Articles 26 to 28).

**Article 4 Order of precedence of contract documents**

The contract is made up of the following documents, in order of precedence:

* the contract agreement;
* the special conditions
* the general conditions (Annex I);
* the technical specifications (Annex II [including clarifications before the deadline for submission of tenders and minutes from the information meeting/site visit];
* the technical offer (Annex III [including clarifications from the tenderer provided during tender evaluation]);
* the budget breakdown (Annex IV);
* specified forms and other relevant documents (Annex V);

The various documents making up the contract shall be deemed to be mutually explanatory; in cases of ambiguity or divergence, they shall prevail in the order in which they appear above.

**Article 5 Other specific conditions applying to the contract**

For the purpose of Article 44 of the general conditions, for the part of the data transferred by the contracting authority to the European Commission:

(a) the controller for the processing of personal data carried out within the Commission is

For DG DEVCO the head of legal affairs unit of DG International Cooperation and Development.

For DG NEAR the head of contracts and finance unit R4 of DG Neighbourhood and Enlargement Negotiations.

(b) the data protection notice is available at <http://ec.europa.eu/europeaid/prag/annexes.do?chapterTitleCode=A>.

Done in English in three originals: two originals being for the contracting authority, and one original being for the contractor.

|  |  |
| --- | --- |
| **For the contractor** | **For the contracting authority** |

Name Name: Dimitar Sotirov

Title: Title: Mayor

Signature: Signature:

Date: Date:

Name: Petrana Raicheva

Title: Chief Accountant

Signature:

Date:

1. Where the contracting party is an individual. [↑](#footnote-ref-1)
2. Where applicable. For individuals, mention their ID card or passport or equivalent document – number. [↑](#footnote-ref-2)
3. Except where the contracting party is not VAT registered. [↑](#footnote-ref-3)
4. DDP (Delivered Duty Paid) - Incoterms 2010 International Chamber of Commerce -<http://www.iccwbo.org/incoterms/> [↑](#footnote-ref-4)