**BID SUBMISSION FORM**

Name of the Bidder: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address of the Bidder: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Post address of the Bidder: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

TIN of the Bidder: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tax Registration Event Code: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Account details of the Bidder: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

E-mail: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Bidder’s focal point: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Telephone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, FAX \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

After studying the notice of the Request for Quotations of the Embassy \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ for “\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_” we \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name and address of the Bidder

agree to fulfill the terms of the contract specified in the notice of the request for quotations and perform works, including the supply of materials, products and equipment, within \_\_\_\_\_\_\_\_ (in full) months for \_\_\_\_\_ (in full) USD.

The indicated price includes all necessary taxes and fees, as well as unforeseen and other costs associated with the works.

Hereby we declare that the bidder of the request \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ for quotations fulfils the following requirements imposed by the legislation of the Russian Federation towards persons carried out works that are subject of the request for quotations:

- Non-performance of liquidation of a bidder-legal entity or the absence of a decision of the arbitral tribunal on the recognition of a legal entity or individual entrepreneur as insolvent (bankrupt) and on the opening of a bankruptcy proceeding;

- Non-suspension of the activity of the bidder in the manner prescribed by the Code of Administrative Offences of the Russian Federation as of the date of filing the application for participation in the procurement;

- Absence of the tax arrears, unpaid fees, arrears of other obligatory payments to the budgets of the budgetary system of the Russian Federation (except the amounts for which deferral, installment, investment tax credit is granted in accordance with the legislation of the Russian Federation on taxes and fees, which are rescheduled in accordance with the legislation of the Russian Federation for which there is a legally binding decision of the court to recognize the applicant's obligation to pay these amounts in full or that are considered to be non-recoverable in accordance with the legislation of the Russian Federation on taxes and fees) for the previous calendar year, the amount of which exceeds twenty five percent of the bidder’s book value of the assets, according to the financial statements for the last accounting period;

- Absence from the bidder – a natural person or the head officer, members of the collegial executive body or the chief accountant of the legal entity participating in procurement – of the criminal record for economic crimes (except the persons who have spent or expunged conviction), as well as non-application towards these individuals the penalties in the form of deprivation of the right to occupy certain positions or engage in certain activities that are related to the supply of goods, disposition of works, rendering of services that are subject of the carried procurement, and administrative penalty of disqualification;

- Possession of exclusive intellectual property rights by the bidder on the contract results in case the customer acquires such rights excluding the contracts done for creating literature and art works, performances or the financing of a national film distribution or screening;

- Absence of conflict of interests between the bidder and the customer. The conflict of interest here refers to the cases when a customer’s head officer, a member of the procurement commission or a project manager are married to the natural persons who act as beneficiaries, sole business company executive (director, director general, manager, president and others), collegiate executive body of the enterprise, head (director, director general) of the enterprise or unitary enterprise or other management bodies of legal entities-bidder, with natural persons including those registered as individual entrepreneurs who act bidder as well or close relatives (in the direct ascending or descending line – parents and children, grandparents and grandchildren), siblings and half-siblings, adoptive and adoptees of the stated natural persons. Beneficiaries here refer to natural persons who directly or indirectly (through one or several legal entities) possess more than 10% of voting stock of the enterprise, or shares exceeding 10% of the authorized capital of the enterprise;

- Bidder is not an off-shore company;

- Absence in the list of unscrupulous vendors (contractors and implementing parties) the information on the participants of the procurement transaction, including the information on the founders, the members of the collegiate executive body, the person who act as incumbent single executive of the legal entity acting as party to the transaction as envisaged under Federal Law №44-FZ, as well as the absence of the above-mentioned persons in the list of unscrupulous vendors formed voluntarily valid until the date of the enactment of the Federal Law №44-FZ of 5 April 2013 «On Contract System in the Sphere of the Procurements of Goods, Works, Services for Providing for the State and Municipal Needs».

- Availability of the documents confirming the conformity of the bidder to the demands of the individual, implementing the performance of work, which are the subject to the Request for Quotations:

• Copy of the certificate of the self-regulatory organization on admission to the specific type of works which effect on the safety of the capital development’ objects and which are the subject to the Request for Quotations;

• Copy of the existing licenses from the Foreign Intelligence Service of Russia on implementation of the works at the Russian overseas agencies that are related to the State secret information and on envisaged types of work.

Hereby \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_informs that in the register

Name of the Bidder

of the unfair suppliers there is no information about the bidder including information about the founding members, members of the collegiate executive body, the individual who acts as the sole executive body of the bidder/legal entity.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ presents the following documentation:

Name of the Bidder

1. Documentation that confirms the right of the participant to acknowledge advantages in accordance with the articles 28-29 of the Federal Law №44-FZ or the certified copies of such documents if said advantages has been established by the customer;

2. Documentation that confirms the conformity of the bidder and (or) proposed goods by him, works or services of the conditions, prohibitions and restrictions in case if such conditions, prohibitions and restrictions are established by the customer in the bidding documents in accordance with article 14 of the Federal Law №44-FZ or certified copies of such documents.

3. Declaration of belonging of the bidder to small business or socially-oriented non-profit organizations if case the customer establishes the restriction specified by section 3 of article 30 of the Federal LAW №44-FZ

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ informs the identification number (TIN) (if there is):

Name of the Bidder

1. Founders:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

2. Members of the collegian executive body:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

3. The individuals who acts as the independent executive body of the bidder:

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

Bidder \_\_\_\_\_\_\_\_\_\_/Name and surname

Stamp here