

**Proposal submission set
for financial support from the GSA**

NUMBER: GSA/GRANT/05/2017

**TITLE: DEVELOPMENT OF A GALILEO-BASED TIMING RECEIVER FOR
CRITICAL INFRASTRUCTURES**

The submission set include the following documents¹:

| Forms: | Submitted Y/N | NUMBER (IF APPLICABLE) |
|---------------|--------------------------|-------------------------------|
| A1 – | <input type="checkbox"/> | |
| A2 – | <input type="checkbox"/> | |
| A3 – | <input type="checkbox"/> | |
| A4 – | <input type="checkbox"/> | |
| A5 – | <input type="checkbox"/> | |
| A6 – | <input type="checkbox"/> | |
| B1 – | <input type="checkbox"/> | |
| B2 – | <input type="checkbox"/> | |
| C1 – | <input type="checkbox"/> | |

Information on the Proposal

Proposed acronym of the project (max 20 characters)

Please indicate the number of organisations involved

Please describe briefly the composition of the consortium (names):

FOR GSA USE ONLY

POST STAMP :

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RECEPTION DATE :

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¹ Please fill out which forms were submitted alongside the proposal.

FORM A1. PROPOSAL OVERVIEW (TO BE FILLED BY THE COORDINATOR)

| Contact person for the Coordinator | | | |
|--|--|--|--|
| Coordinator (Name of the organisation) | | | |
| Title (Mr, Mrs, Ms...) | | | |
| Family Name | | | |
| First Name | | | |
| Function within the organisation | | | |
| Address of contact person | | | |
| PO Box | | | |
| Street Name and Number | | | |
| Post Code | | | |
| Town/City | | | |
| Country Name | | | |
| Telephone n° | | | |
| E-mail | | | |
| Internet homepage | | | |

| Proposal abstract (maximum 5 lines) | | | | |
|-------------------------------------|--|---------------------------------|--|------------------------------|
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| Total Eligible Costs (in Euro) | | GSA Contribution requested | | % GSA Contribution requested |
| Duration requested (in months) | | Planned start date (DD/MM/YYYY) | | |

| No | Name of Coordinator and Co-Applicants (and affiliate entity if the case be) | Country ² | Role and involvement in implementing the proposed project |
|----|---|----------------------|---|
| 1 | | | Coordinator |
| 2 | | | |
| 3 | | | |

² As described in Section 6.1 of the Call for Proposal.

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FORM A2. PROPOSAL SUMMARY (TO BE FILLED BY THE COORDINATOR)

Objectives (maximum 10 lines)

Description of the work (maximum 15 lines)

Milestones and expected results (maximum 10 lines)

FORM A3. COORDINATOR PROFILE

(TO BE SUBMITTED WITH: LEGAL ENTITY AND FINANCIAL IDENTIFICATION FORMS)

| Legal Information (legal entity) | | | |
|---|-------------------|---|----------------------------------|
| Organisation Legal Name | | | |
| Short Name | | | |
| Legal Status | | | |
| <p>The <u>Legal Entity Form</u> to be found at: http://ec.europa.eu/budget/contracts_grants/info_contracts/legal_entities/legal_entities_en.cfm should be annexed to the present form, duly filled in, signed and accompanied by the appropriate supporting documents.</p> | | | |
| Financial Identification | | | |
| <p>The Financial Identification Form to be found at: http://ec.europa.eu/budget/contracts_grants/info_contracts/financial_id/financial_id_en.cfm, should be annexed to the present form, duly filled in, stamped and signed, and if applicable be accompanied by the relevant bank statement.</p> | | | |
| Organisation details | | | |
| For private, profit and no international organisation companies, please fill in the financial capacity form | | | Total yearly revenues/ resources |
| Is your Organisation independent? | Y | N | Number of employees |
| If No, please indicate name(s) of owner(s) who own 25% or more | <hr/> <hr/> <hr/> | | |
| Business Area | | | |
| Internet homepage | | | |
| Authorised person to commit the company/organisation. The power of attorney of this person must be annexed to the form. | | | |
| Title (Mr, Mrs, Ms, ...) | | | |
| Family and First Name | | | |
| Position in the company/organisation | | | |
| Telephone n° | | | |
| E-mail | | | |
| Information concerning participation and involvement | | | |
| Amount of co-funding which the organisation undertakes to provide for the operation (in Euro) | | | |
| By which means will the co-financing take place? | | | |
| When will the co-financing take place? | | | |
| Is the co-financing decision irrevocable? (if the answer is "No", please comment) | | | |
| Affiliated entity | | | |

| | | | | | | | | |
|---|------------------------|--------------------------------|-------------------------|-------------------------|--------------------|--------------------------|---|--------------------------|
| If there is one or more affiliated entity(s) linked to the Coordinator involved in the implementation of the project, please mention them here: | | | | | | | | |
| Previous contracts | | | | | | | | |
| Have you, previously or currently, submitted <u>this</u> proposal or one similar in content to any European Union Programme? | | | | | Y | <input type="checkbox"/> | N | <input type="checkbox"/> |
| If yes, please give details and Indicate the main differences between the present and previous proposals/tenders. | | | | | | | | |
| | | | | | | | | |
| Have you submitted (or do you intend to submit) <u>in the current year</u> a grant and/or procurement application directly or indirectly from a European institution or agency? | | | | | Y | <input type="checkbox"/> | N | <input type="checkbox"/> |
| If yes, please give the following details; grant and/or procurement - indicate the main differences between the present and previous proposals. | | | | | | | | |
| Programme name | European entity | Name of proposal/tender | Amount (in Euro) | Differences | | | | |
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| Have you <u>during the last three years</u> obtained grants, procurement contracts or loans directly or indirectly from a European institution or agency? | | | | | Y | <input type="checkbox"/> | N | <input type="checkbox"/> |
| If yes, please give the following details; indicate the main differences between the present and previous proposals. | | | | | | | | |
| Programme name | European entity | Name of proposal/tender | Year | Amount (in Euro) | Differences | | | |
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| <ul style="list-style-type: none"> ❖ I declare on oath that the above actions do not represent a risk of double funding with the present action. ❖ I confirm my participation to the project and my role in the consortium. ❖ I commit myself to immediately inform the GSA to which the current Grant Application is addressed of any request for funding submitted to, or approved by other GSA departments or EU Institutions <u>AFTER</u> the submission of the present application, and, if my proposal is accepted, until the request for payment of the balance is submitted. | | | | | | | | |
| Only for public bodies – legal status GOV (to be taken out if not applicable): | | | | | | | | |
| <ul style="list-style-type: none"> ❖ I declare that the financial workflows of the public officials employed in this action are fully under my control and a part of their salary is booked to eligible costs only to carry out activities in addition to our routine activities. | | | | | | | | |
| <ul style="list-style-type: none"> ❖ I declare that I have read and accept the rules governing this call for proposal. I certify that the information in this proposal about my company/organisation is accurate and complete and that my company/organisation has agreed to host the applicants mentioned below. | | | | | | | | |
| STAMP OF COMPANY/ ORGANISATION | | | | | | | | |
| DATE OF SIGNATURE | | | | | | | | |

SIGNATURE OF AUTHORISED PERSON

FORM A4. CO-APPLICANT PROFILE(TO BE SUBMITTED WITH: [LEGAL ENTITY FORM](#) FOR EACH PARTNER INVOLVED IN THE PROJECT)

| | | | |
|---|-------------------|---|----------------------------------|
| Coordinator name | | | |
| Participant Legal Information (legal entity) | | | |
| Organisation Legal Name | | | |
| Short Name | | | |
| Legal Status | | | |
| The <u>Legal Entity Form</u> to be found at: http://ec.europa.eu/budget/contracts_grants/info_contracts/legal_entities/legal_entities_en.cfm should be annexed to the present form, duly filled in, signed and accompanied by the appropriate supporting documents. | | | |
| Organisation details | | | |
| For private, profit and no international organisation companies, please fill in the financial capacity form | | | Total yearly revenues/ resources |
| Is Your Organisation independent? | Y | N | Number of employees |
| If No, please indicate name(s) of owner(s) who own 25% or more | <hr/> <hr/> <hr/> | | |
| Business Area | | | |
| Internet homepage | | | |
| Authorised person to commit the company/organisation | | | |
| Title (Dr, Prof., ...) | | | |
| Family Name | | | |
| First Name | | | |
| Position in company/ organisation | | | |
| Telephone n° | | | |
| E-mail | | | |
| Information concerning participation and involvement | | | |
| Amount of co-funding which the company/ organisation undertakes to provide for the operation (in Euro) | | | |
| By which means will the co-financing take place? | | | |
| When will the co-financing take place? | | | |
| Is the co-financing decision irrevocable? (if the answer is "No", please comment) | | | |
| Affiliated entities | | | |
| If there is one or more affiliated entity(s) linked to the Co-applicant involved in the implementation of the project, please mention them here: | | | |

| Previous contracts | | | | | | | | |
|---|----|-------------------------|------------------|------------------|-------------|--------------------------|---|--------------------------|
| Have you, previously or currently, submitted <u>this</u> proposal or one similar in content to any European Union Programme? | | | | | Y | <input type="checkbox"/> | N | <input type="checkbox"/> |
| If yes, please give details and Indicate the main differences between the present and previous proposals/tenders. | | | | | | | | |
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| | | | | | | | | |
| Have you submitted (or do you intend to submit) <u>in the current year</u> a grant and/or procurement application directly or indirectly from a European institution or agency? | | | | | Y | <input type="checkbox"/> | N | <input type="checkbox"/> |
| If yes, please give the following details; grant and/or procurement - indicate the main differences between the present and previous proposals. | | | | | | | | |
| Programme name | DG | Name of proposal/tender | Amount (in Euro) | Differences | | | | |
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| Have you <u>during the last three years</u> obtained EU grants, procurement contracts or loans directly or indirectly from a European institution or agency? | | | | | Y | <input type="checkbox"/> | N | <input type="checkbox"/> |
| If yes, please give the following details; indicate the main differences between the present and previous proposals. | | | | | | | | |
| Programme name | DG | Name of proposal/tender | Year | Amount (in Euro) | Differences | | | |
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| <ul style="list-style-type: none"> ❖ I declare on oath that the above actions do not represent a risk of double funding with the present action. ❖ I confirm my participation to the project and my role in the consortium. ❖ I commit myself to immediately inform the GSA to which the current Grant Application is addressed of any request for funding submitted to, or approved by other GSA departments or EU Institutions <u>AFTER</u> the submission of the present application, and, if my proposal is accepted, until the request for payment of the balance is submitted. | | | | | | | | |
| Only for public bodies – legal status GOV (to be taken out if not applicable): | | | | | | | | |
| <ul style="list-style-type: none"> ❖ I declare that the financial workflows of the public officials employed in this action are fully under my control and a part of their salary (not exceeding the amount of co-financing provided by my organisation) is booked to eligible costs only to carry out activities in addition to our routine activities. | | | | | | | | |
| <ul style="list-style-type: none"> ❖ I declare that I have read and accept the rules governing this call for proposal. I certify that the information in this proposal about my company/ organisation is accurate and complete. ❖ I do hereby grant power of attorney to the lead organisation (co-ordinator) mentioned above, to act in my name and on my behalf in signing the possible grant agreement with the European GSA. I declare that I am aware and agree that in case of a successful evaluation, the GSA shall, subject to payment arrangements, pay the grant in full to the lead organisation (co-ordinator) mentioned above. ❖ I declare that I am aware that, except in cases of force majeure, I shall make good any damage sustained by the GSA as a result of the execution or faulty execution of my obligations. | | | | | | | | |

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| STAMP OF COMPANY/ ORGANISATION | | | |
| DATE OF SIGNATURE | | SIGNATURE OF AUTHORISED PERSON | |

DECLARATION OF HONOUR – FORM A5

(TO BE SUBMITTED BY ALL APPLICANTS)

| | |
|---|--|
| Name of Consortium | |
| Organisation Legal Name (hereinafter: “applicant”) | |
| Short Name | |
| Legal Status | |

Please note that the text in brackets in romans should be deleted if not relevant in your case. If the text is relevant, only the brackets should be deleted. The text in brackets in italics and the footnotes are instructions to the persons preparing the document and should always be deleted, as well as this paragraph.

IMPORTANT NOTE: *The form needs to be submitted by each individual applicant/co-applicant – it shall not be submitted for and/or in the name of other applicants.*

The undersigned [*insert name of the signatory of this form*], representing:

| | |
|--|---|
| <i>(only for natural persons)</i> himself or herself | <i>(only for legal persons)</i> the following legal person: |
| ID or passport number: | Full official name: Official legal form: Statutory registration number: Full official address: VAT registration number: |

authorised to represent the applicant, hereby requests from the agency a grant of EUR [.....] with a view to implementing the proposal on the terms laid down in in the call text to action GSA/GRANT/05/2017 and its annexes and declare that the applicant:

1. is fully eligible in accordance with the criteria set out in the specific call for proposals;
2. has the financial and operational capacity to carry out the proposed action;
3. has not received any other Union funding to carry out the action subject of this grant application and commits to declare immediately to the Agency any other such Union funding it would receive until the end of the action;
4. declares whether each applicant is in one of the following situations or not [(if yes, please indicate the name of the concerned applicant(s) if any in annex to this declaration)]:

| SITUATION OF EXCLUSION CONCERNING THE APPLICANT | YES | NO |
|--|--------------------------|--------------------------|
| a) it is bankrupt, subject to insolvency or winding up procedures, its assets are being administered by a liquidator or by a court, it is in an arrangement with creditors, its business activities are suspended or it is in any analogous situation arising from a similar procedure provided for under national legislation or regulations; | <input type="checkbox"/> | <input type="checkbox"/> |

| | | |
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| b) it has been established by a final judgement or a final administrative decision that the applicant is in breach of its obligations relating to the payment of taxes or social security contributions in accordance with the law of the country in which it is established, with those of the country in which the authorising officer is located or those of the country of the performance of the contract; | <input type="checkbox"/> | <input type="checkbox"/> |
| c) it has been established by a final judgement or a final administrative decision that the applicant is guilty of grave professional misconduct by having violated applicable laws or regulations or ethical standards of the profession to which the applicant belongs, or by having engaged in any wrongful conduct which has an impact on its professional credibility where such conduct denotes wrongful intent or gross negligence, including, in particular, any of the following: (i) fraudulently or negligently misrepresenting information required for the verification of the absence of grounds for exclusion or the fulfilment of selection criteria or in the performance of a contract, a grant agreement or a grant decision; (ii) entering into agreement with other persons with the aim of distorting competition; (iii) violating intellectual property rights; (iv) attempting to influence the decision-making process of the Agency during the award procedure; (v) attempting to obtain confidential information that may confer upon it undue advantages in the award procedure; | <input type="checkbox"/> | <input type="checkbox"/> |
| d) it has been established by a final judgement that the applicant is guilty of any of the following: | | |
| (i) fraud, within the meaning of Article 1 of the Convention on the protection of the European Communities' financial interests, drawn up by the Council Act of 26 July 1995; | <input type="checkbox"/> | <input type="checkbox"/> |
| (ii) corruption, as defined in Article 3 of the Convention on the fight against corruption involving officials of the European Communities or officials of EU Member States, drawn up by the Council Act of 26 May 1997, and in Article 2(1) of Council Framework Decision 2003/568/JHA, as well as corruption as defined in the legal provisions of the country where the authorising officer is located, the country in which the applicant is established or the country of the performance of the contract; | <input type="checkbox"/> | <input type="checkbox"/> |
| (iii) participation in a criminal organisation, as defined in Article 2 of Council Framework Decision 2008/841/JHA; | <input type="checkbox"/> | <input type="checkbox"/> |
| iv) money laundering or terrorist financing, as defined in Article 1 of Directive 2005/60/EC of the European Parliament and of the Council; | <input type="checkbox"/> | <input type="checkbox"/> |
| (v) terrorist-related offences or offences linked to terrorist activities, as defined in Articles 1 and 3 of Council Framework Decision 2002/475/JHA, respectively, or inciting, aiding, abetting or attempting to commit such offences, as referred to in Article 4 of that Decision; | <input type="checkbox"/> | <input type="checkbox"/> |
| (vi) child labour or other forms of trafficking in human beings as defined in Article 2 of Directive 2011/36/EU of the European Parliament and of the Council; | <input type="checkbox"/> | <input type="checkbox"/> |
| e) it has shown significant deficiencies in complying with the main obligations in the performance of a contract, a grant agreement or a grant decision financed by the Union's budget, which has led to its early termination or to the application of liquidated damages or other contractual penalties, or which has been discovered | <input type="checkbox"/> | <input type="checkbox"/> |

| | | |
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| following checks, audits or investigations by an Authorising Officer, OLAF or the Court of Auditors; | | |
| f) it has been established by a final judgment or final administrative decision that the applicant has committed an irregularity within the meaning of Article 1(2) of Council Regulation (EC, Euratom) No 2988/95; | <input type="checkbox"/> | <input type="checkbox"/> |
| g) for the situations of grave professional misconduct, fraud, corruption, other criminal offences, significant deficiencies in the performance of the contract or irregularity, the applicant is subject to: <ul style="list-style-type: none"> i. facts established in the context of audits or investigations carried out by the Court of Auditors, OLAF or internal audit, or any other check, audit or control performed under the responsibility of an authorising officer of an EU institution, of a European office or of an EU agency or body; ii. non-final administrative decisions which may include disciplinary measures taken by the competent supervisory body responsible for the verification of the application of standards of professional ethics; iii. decisions of the ECB, the EIB, the European Investment Fund or international organisations; iv. decisions of the Commission relating to the infringement of the Union's competition rules or of a national competent authority relating to the infringement of Union or national competition law. v. decisions of exclusion by an authorising officer of an EU institution, of a European office or of an EU agency or body. | <input type="checkbox"/> | <input type="checkbox"/> |

[Only for legal persons other than Member States and local authorities, otherwise delete this table]

| | | | |
|--|--------------------------|--------------------------|----------------|
| 5. declares whether a natural person who is a member of the administrative, management or supervisory body of the applicant, or who has powers of representation, decision or control with regard to that applicant (this covers the company directors, members of the management or supervisory bodies, and cases where one person holds a majority of shares) is in one of the following situations or not [(if yes, please indicate the name of the concerned applicant(s) if any in annex to this declaration)]: | | | |
| SITUATIONS OF EXCLUSION CONCERNING PERSONS WITH POWERS OF REPRESENTATION, DECISION OR CONTROL OVER THE APPLICANT | YES | NO | |
| Situation (c) above (grave professional misconduct) | <input type="checkbox"/> | <input type="checkbox"/> | |
| Situation (d) above (fraud, corruption or other criminal offence) | <input type="checkbox"/> | <input type="checkbox"/> | |
| Situation (e) above (significant deficiencies in performance of a contract) | <input type="checkbox"/> | <input type="checkbox"/> | |
| Situation (f) above (irregularity) | <input type="checkbox"/> | <input type="checkbox"/> | |
| 6. declares whether a natural or legal person that assumes unlimited liability for the debts of the applicant[s] is in one of the following situations or not [(if yes, please indicate the name of the concerned applicant(s) if any in annex to this declaration)]: | | | |
| SITUATIONS OF EXCLUSION CONCERNING NATURAL OR LEGAL PERSONS ASSUMING UNLIMITED LIABILITY FOR THE DEBTS OF THE APPLICANT | YES | NO | Not applicable |

| | | | |
|---|--------------------------|--------------------------|--------------------------|
| Situation (a) above (bankruptcy) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Situation (b) above (breach in payment of taxes or social security contributions) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. declares whether the applicant is in one of the following situations or not: | | | |
| GROUNDS FOR REJECTION FROM THIS PROCEDURE | YES | NO | |
| h) has provided accurate, sincere and complete information to the Agency within the context of this grant procedure; | <input type="checkbox"/> | <input type="checkbox"/> | |
| 8. acknowledges that the applicant[s] may be subject to rejection from this procedure and to administrative sanctions (exclusion or financial penalty) if any of the declarations or information provided as a condition for participating in this procedure prove to be false. | | | |

REMEDIAL MEASURES

If the applicant declares one of the situations of exclusion listed above, it should indicate the measures it has taken to remedy the exclusion situation, thus demonstrating its reliability. They may include e.g. technical, organisational and personnel measures to prevent further occurrence, compensation of damage or payment of fines. The relevant documentary evidence which appropriately illustrates the remedial measures taken should be provided in annex to this declaration. This does not apply for the situations referred in point (d) of this declaration.

EVIDENCE UPON REQUEST

Upon request and within the time limit set by the Agency the applicant shall provide information on the persons that are members of the administrative, management or supervisory body, as well as the following evidence concerning the applicant or the natural or legal persons which assume unlimited liability for the debt of the applicant:

For situations described in (a), (c), (d) or (f), production of a recent extract from the judicial record is required or, failing that, an equivalent document recently issued by a judicial or administrative authority in the country of establishment of the applicant showing that those requirements are satisfied.

For the situation described in point (a) or (b), production of recent certificates issued by the competent authorities of the State concerned are required. These documents must provide evidence covering all taxes and social security contributions for which the applicant is liable, including for example, VAT, income tax (natural persons only), company tax (legal persons only) and social security contributions. Where any document described above is not issued in the country concerned, it may be replaced by a sworn statement made before a judicial authority or notary or, failing that, a solemn statement made before an administrative authority or a qualified professional body in its country of establishment.

If the applicant already submitted such evidence for the purpose of another procedure, its issuing date does not exceed one year and it is still valid, the applicant shall declare on its honour that the documentary evidence has already been provided and confirm that no changes have occurred in its situation.

| | | |
|---|--------------------------|--------------------------|
| 9. Declares whether the above-mentioned applicant complies with the selection criteria as provided in Section 8 of the Call for Proposals by demonstrating that : | | |
| SELECTION CRITERIA | YES | NO |
| (a) It fulfills the applicable financial criteria indicated in Section 8.1 of the Call for Proposals; | <input type="checkbox"/> | <input type="checkbox"/> |
| (b) It fulfills the applicable operational criteria as indicated in Section 8.2 of the Call for Proposals. | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. declares that the above-mentioned applicant will be able to provide the necessary supporting documents listed in the relevant sections of the Call for Proposals without any delay. | | |

If selected to be awarded a grant, the applicant[s] accept[s] the general conditions as laid down in the published grant agreement.

Full name

Date

Signature

Your reply to the grant application will involve the recording and processing of personal data (such as your name, address and CV), which 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 in this form and any personal data requested are required to assess your grant application in accordance with the specifications of the call for proposals and will be processed solely for that purpose by GSA. Details concerning the processing of your personal data are available on the privacy statement at the page:

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)

| FINANCIAL CAPACITY – Form A6 | |
|------------------------------|--|
| Organisation Legal Name | |
| Short Name | |
| Legal Status | |

Which section to fill in:

[Section 1\(i\)](#) – Legal entities other than public bodies, international organisations or no-profit organisations

[Section 1\(ii\)](#) – For your information only, this section will be filled in by GSA and will be used to assess your financial viability

[Section 2\(i\)](#) – Individuals

[Section 2\(ii\)](#) – For your information only, this section will be filled in by GSA and will be used to assess your financial viability

The verification of the financial capacity shall not apply to public bodies or international organisations, therefore applicants that are public bodies or international organisations shall not fill this form.

Section 1(i) – Legal entities other than public bodies, international organisations or no-profit organisations

Explanation – please read carefully before completing the financial capacity forms:

Simplified balance sheet and profit and loss account

Within the form, financial data based on the company's /organisation's balance sheet are collected in a standardised form. Please find below a correspondence table giving an explanation on the regrouping of different accounts. You should complete this form carefully. Given its complexity, it is recommended that the form be completed by a professional accountant or an auditor. The data reported will be used to evaluate the financial viability of the company/organisation. Thus it is very important that data reported are accurate. The GSA may wish to cross check the data with those reported in the official certified accounts. For this purpose, apart from the present document duly filled-in by each applicant, the GSA may request copies of the full financial statements corresponding to the last three audited years.

Please clarify the currency used in the simplified balance sheet and profit and loss account. Candidates shall finally indicate if they are a profit or a non-profit making organisation. Please fill in the amounts in millions of your presentation currency.

Abbreviations t0, t-1 and t-2

The abbreviation *t0* represents the last certified financial statements; *t-1 and t-2* are the two last financial statements prior to the last certified one. Consequently, the *closing date t0* is the closing date of the last certified historical balance sheet.

Please fill in the following three tables (ASSETS, LIABILITIES and PROFIT & LOSS ACCOUNT) fully in line with the given Descriptions.

| SIMPLIFIED BALANCE SHEET | | | | |
|----------------------------------|--|-----------|------------|------------|
| ASSETS | DESCRIPTION | AMOUNT t0 | AMOUNT t-1 | AMOUNT t-2 |
| Total fixed assets | | | | |
| Intangible fixed assets | Formation expenses as defined by national law Capitalised development costs within R& D activities Concessions, patents, licences, trademarks and similar rights Goodwill, to the extent that it was acquired for valuable consideration Payments on account | | | |
| Tangible fixed assets | Land and buildings Plant and machinery Other fixtures and fittings, tools and equipment Payment on account and tangible assets in course of construction | | | |
| Financial assets | Shares in affiliated undertakings Loans to affiliated undertakings Participating interests Loans to undertakings with which the company is linked by virtue of participating interest Investments held as fixed assets Other loans and other shares | | | |
| Debtors due after one Year | Trade debtors Amounts owed by affiliated undertakings Amounts owed by undertakings with which the company is linked by virtue of participating interest Others debtors Prepayments and accrued income | | | |
| Total current assets | | | | |
| Stocks and contracts in progress | Raw materials and consumables Work in progress Finished products and goods for resale Payment on account | | | |
| Debtors due within one year | Trade debtors Amounts owed by affiliated undertakings Amounts owed by undertakings with which the company is linked by virtue of participating interest | | | |

| | | | | |
|--------------------------|--|--|--|--|
| | Others debtors Prepayments and accrued income | | | |
| Other current assets | Shares in affiliated undertakings Own shares Other investments | | | |
| Cash at bank and in hand | Cash at bank and in hand | | | |
| Total assets | | | | |

| LIABILITIES | DESCRIPTION | AMOUNT t0 | AMOUNT t-1 | AMOUNT t-2 |
|--|--|-----------|------------|------------|
| Own funds | | | | |
| Subscribed capital | Subscribed capital Share premium account | | | |
| Reserves | Revaluation reserve Legal reserve, in so far as national law requires such a reserve Reserve for own shares Reserves provided for by the articles of association Other reserves | | | |
| Profit and loss brought forward | Profit and loss brought forward from the previous years | | | |
| Profit and loss for the year | Profit or loss for the financial year | | | |
| Debts and borrowed funds payable in +1 year | | | | |
| Long term non-bank debt | Provisions for pensions and similar obligations Provisions for taxation and other provisions Other loans Payments received on account of orders in so far as they are not shown separately as deductions from stocks Trade creditors Amounts owed to affiliated undertakings Amounts owed to undertakings with which the company is linked by virtue of participating interests Other creditors including tax and social security Accruals and deferred income | | | |

| | | | | |
|--|--|--|--|--|
| Long term bank debt | Amounts owed to credit institutions Bills of exchange payable | | | |
| Debts and borrowed funds payable in -1 year | | | | |
| Short term non-bank Debt | Provisions for pensions and similar obligations Provisions for taxation and other provisions Other loans Payments received on account of orders in so far as they are not shown separately as deductions from stocks Trade creditors Amounts owed to affiliated undertakings Amounts owed to undertakings with which the company is linked by virtue of participating interests Other creditors including tax and social security Accruals and deferred income | | | |
| Short term bank debt | Amounts owed to credit institutions Bills of exchange payable | | | |
| Total liabilities | | | | |

| PROFIT AND LOSS ACCOUNT | | | | |
|--|--|-----------|------------|------------|
| PROFIT & LOSS | DESCRIPTION | AMOUNT t0 | AMOUNT t-1 | AMOUNT t-2 |
| Total operating income | | | | |
| Turnover | Net turnover | | | |
| Variation in stocks | Variation in stocks of finished goods and work in progress | | | |
| Other operating income | Work performed by the undertaking for its own purposes and capitalised Other operating income | | | |
| Total operating expenditure | | | | |
| Costs of material and consumables | Raw materials and consumables Other external charges | | | |
| Other operating charges | Other operating charges | | | |
| Staff costs | Wages and salaries Social security costs and other related costs | | | |
| Gross operating surplus = Total operating income – Total operating expenditure | | | | |
| Depreciation & amortisation | Depreciation & amortisation | | | |
| Net operating surplus = Gross operating surplus + depreciation & amortisation | | | | |

| | | | | |
|--|--|--|--|--|
| | | | | |
| Financial products | Income from participating interests Income from other investments and loans forming part of the fixed assets Other interest receivable and similar income Value adjustments in respect of financial assets and of investments | | | |
| Financial charges | Financial charges | | | |
| Extraordinary income | Extraordinary income | | | |
| Extraordinary charges | Extraordinary charges | | | |
| Tax on profits | Tax on profit or loss on ordinary activities Tax on extraordinary profit or loss Other taxes not shown under the above items | | | |
| Profit or loss for the financial year | Profit or loss for the financial year | | | |

Section 1(ii) – TO BE FILLED IN BY THE GSA – Financial capacity analysis for legal entities other than public bodies or international organisations

Organisation Legal Name:

Type of company

Profit making

Non profit making

Noteworthy values in Thousands of Euros

| Term | Formula | Values t0 | Values t-1 | Values t-2 | Result | Comment |
|--|---|--------------|---------------|---------------|--------|---------|
| Own funds | Equity | | | | | |
| Retained earnings | Own funds – capital | | | | | |
| Working capital | Current assets – current liabilities ³ | | | | | |
| Gross operating surplus | operating profit ⁴ + depreciation & amortisation | | | | | |
| Profit or loss from the financial year | From financial statements | | | | | |
| Self-financing capacity (SFC) | Profit or loss + depreciation & amortisation | | | | | |

³ Debts and borrowed funds payable in -1 year

⁴ Net operating surplus

Ratios

| To be filled in by the GSA | | | | | | |
|----------------------------|---|--------------|---------------|---------------|--------|---------|
| Term | Formula | Values t0 | Values t-1 | Values t-2 | Result | Comment |
| Financial independence | Own funds / total liabilities | | | | | |
| Indebtedness | Own funds / medium and long term debts (MLT) ⁵ | | | | | |
| Debt coverage | SFC / MLT debts | | | | | |
| Profitability | Gross operating surplus / turnover | | | | | |

Opinion

⁵ Debts and borrowed funds payable in +1 year

Section 2(i) – Individuals

Explanation – please read carefully before completing the financial capacity forms:

Values description

Within the form, values based on the person's declarations are collected in a standardised form. Please find the correspondences in the notes. You should complete this form carefully. The data reported will be used to evaluate the financial viability of the person. Thus it is very important that data reported are accurate. The GSA may wish to cross check the data with those reported in the official declarations. For this purpose, apart from the present document duly filled-in by each applicant, the GSA may request copies of the full tax declarations corresponding to the last three audited years and including the patrimony, the annual revenues and the debts.

Please clarify the currency used in the simplified balance sheet and profit and loss account.

Please fill in the amounts in thousands of your presentation currency.

Abbreviations t0, t-1 and t-2

The abbreviation *t0* represents the last tax declaration: *t-1* and *t-2* are the two last tax declarations prior to last one. Consequently, the *closing date t0* is the closing date of the last tax declaration.

| DESCRIPTION | AMOUNT t0 | AMOUNT t-1 | AMOUNT t-2 |
|--------------------------------------|-----------|------------|------------|
| Total fixed assets | | | |
| Current patrimony(*) | | | |
| annual revenues# | | | |
| Short term debt (bank and non-bank)* | | | |
| Total debt* | | | |

(*) as indicated in the declaration of patrimony

as indicated in the income tax declaration

* as indicated in the list of debts

Section 2(ii) – TO BE FILLED IN BY THE GSA – Financial capacity analysis for individuals

Name of Individual:

Noteworthy values in Thousands of Euros

Ratios

| To be filled in by the GSA | | | | | | |
|----------------------------|--|--------------|---------------|---------------|--------|---------|
| Term | Formula | Values t0 | Values t-1 | Values t-2 | Result | Comment |
| Liquidity | Current patrimony(*) + annual revenues#/Short term debt (bank and non-bank)* | | | | | |
| Solvency | Total debt*/Patrimony (*) | | | | | |

Opinion