



**GSA/OP/09/16**  
**"Provision of specialised support to GSA's market development"**  
**Lot [ ]**

**ANNEX I.A**

**IDENTIFICATION SHEET OF THE TENDERER**

(Each service provider, including subcontractor(s) or any member of a consortium or grouping, must complete and sign this identification form)

<b>Identity</b>	
Name of the Tenderer	
Legal status of the Tenderer	
Date of registration	
Country of registration <sup>1</sup>	
Registration number	
VAT number	
Description of statutory social security cover (at the level of the Member State of origin) and non-statutory cover (supplementary professional indemnity insurance) <sup>2</sup>	
Status as Small or Medium sized Enterprise <sup>3</sup>	
<b>Address</b>	
Address of registered office of Tenderer	
Where appropriate, administrative address of Tenderer for the purposes of this invitation to Tender	
<b>Contact Person</b>	

<sup>1</sup> Please add to this document the supporting evidence normally acceptable under the law of the State

<sup>2</sup> For natural persons

<sup>3</sup> To verify your status, please check: [http://ec.europa.eu/growth/smes/business-friendly-environment/sme-definition/index\\_en.htm](http://ec.europa.eu/growth/smes/business-friendly-environment/sme-definition/index_en.htm)



Surname: First name: Title (e.g. Dr, Mr, Ms) : Position (e.g. manager): Telephone number: Fax number: E-mail address:	
<b>Legal Representatives</b>	
<b>Names and function of legal representatives</b> and of other representatives of the Tenderer who are authorised to sign contracts with third parties	
<b>Declaration by an authorised representative of the organisation<sup>4</sup></b>  I, the undersigned, certify that the information given in this Tender is correct and that the Tender is valid.	
Surname: First name:	Signature:

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<sup>4</sup> This person must be included in the list of legal representatives; otherwise the signature on the Tender will be invalidated.