**Appendix nr 1 to this Invitation**

**BID FORM**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

*PURCHASER –* **Jagiellonian University**

**ul. Gołębia 24, 31 – 007 Kraków;**

*Department handling this matter –* **Dział Zamówień Publicznych UJ**

**ul. Straszewskiego 25/2, 31-113 Kraków**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Name (Company) of Contractor –

………………………………………………………………………………….,

Address of registered office –

……………………………………………………………………………………,

Correspondence address –

……………………………………………………………………………………,

Tel. - ......................................................; fax - ......................................................;

E-mail: ..............................................................;

NIP (Tax reference code) - .................................................; REGON - .................................................;

With reference to the Invitation in the matter of selection of a Contractor who will prepare and give classes for the students of ISAD – International Security and Development of the Jagiellonian University in Kraków we submit the following bid:

1. We offer **execution of the entire order** for the total net amount: **……………….. złotych** (in words: …………………………). The rate exempt from VAT pursuant to § 3 Section 1 point 14 Regulation of the Minister of Finance of 20 of December 2013 on exemptions from tax on goods and services, and conditions for the application of these exemptions (i.e. Journal of Laws 2015 item 736 with amendments),
2. We declare that the object of the contract will be accomplished by lecturer …………. (name and surname), who fulfills the requirements in accordance with Point 6 of this Invitation, to prove that we provide detailed information in appendix 1.
3. We offer the date of completion of the Object of the Contract in accordance with the Invitation,
4. We declare that we are familiar with the Invitation, in particular the contract draft and description of the Object of the contract, including appendixes and we consider ourselves bound by the terms and conditions thereof,
5. We declare that we consider ourselves bound by this Bid for the period of 30 days from the date of the opening of the Bid
6. The Bid consists of **………………\*** numbered sheets.

Appendix to this Bid Form:

Appendix No. 1 - a statement on the lack of grounds for exclusion and compliance with the conditions for participation in the proceedings, together with information confirming the fulfillment of these conditions and information used to make an assessment in the Experience criterion,

Appendix No. 2 - Contractor's declaration regarding the fulfillment of information duties provided for by GDPR Article 13 or Article 14

***PLEASE NOTE: Spaces marked with a dotted line and/or with an asterisk (\*) in the bid form and templates contained within its appendices shall be filled in/deleted as applicable.***

*In .................................................. on ........................................... 2018 r.*

*........................................................................*

*(Stamp and signature of the person authorised to make declarations of intent on behalf of the Contractor)*

**Appendix nr 1 to the bid**

*(Contrator’s stamp)*

**OŚWIADCZENIE**

Submitting the bid in the matter of selection of a Contractor who will prepare and give classes for the students of ISAD – International Security and Development of the Jagiellonian University in Kraków, I hereby declare that:

1. that there are no reasons as set out in Point 5) 3 of this “Invitation to submit bids” that would result in the exemption of the Contractor from participation in the proceedings set forth in this bid.
2. I declare that I meet the requirements to participate in the proceedings as set out in Point 6) of this “Invitation to submit bids” To confirm that I meet the requirements I declare that the object of the contract will be accomplished by following person (*name and surname of the lecturer*): ……………………………., who:
3. is hired in (*please provide in which country and what University*): ………….,
4. has a Ph. D degree from (*please provide the University name and country*): ……………,
5. has graduated with an academic degree in (*please provide the name of the programme of the studies*): ……………. from (*please provide University and its location*): ……………,
6. has finished two universities that are located in two different countries (*please provide the names of the universities and their locations): 1. ...........................*, 2. …………………….,
7. has following teaching experience (*please provide the name of the University, working period, subject of the courses*): ……………;\*
8. has participated in an international project (*please provide the name of the project, names of the Universities that participated in that project)*: …………..,
9. has given following lectures where language of instruction was English (*please provide the name of the course and the language of instruction*): ………..,
10. has international experience understood as giving lectures outside the country where the Contractor was hired at the moment (*please provide the name of the university and information about the place of work in this period)*: ………..,,
11. has work experience acquired outside the University in private sector in the field of economy or management. Work experience outside the University is understood as working in an international company that has offices in at least five countries (*please provide the name of the company, in which the Contractor worked, type of the institution, field of its activity and enlist at least five countries where the company has offices): ………………………………,*
12. level of English (*please provide level*): ……………….,
13. has published following works/articles (*please provide detailed information)****\****:

|  |  |  |  |
| --- | --- | --- | --- |
| No. | Title of the publication | Subject area | Name and type of the journal |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| 4 |  |  |  |
| 5 |  |  |  |
| 6 |  |  |  |
| 7 |  |  |  |
| 8 |  |  |  |
| 9 |  |  |  |
| 10 |  |  |  |
| 11\* |  |  |  |
| 12\* |  |  |  |
| 13\* |  |  |  |
| 14\* |  |  |  |
| 15\* |  |  |  |

1. is recognizable and appreciated by the international academic environment, proved by the Hirsh index (*please provide the Hirsh index value*)**\***: ………….., number of citations (*please provide the value*)\*: …………, and published the following works (*please provide the required information)*:

|  |  |  |
| --- | --- | --- |
| No. | Title of the publication | Language of the publication |
| 1 |  |  |
| 2 |  |  |
| 3 |  |  |
| 4 |  |  |
| 5 |  |  |
| 6 |  |  |
| 7 |  |  |
| 8 |  |  |
| 9 |  |  |
| 10 |  |  |
| 11 |  |  |
| 12 |  |  |
| 13 |  |  |
| 14 |  |  |
| 15 |  |  |

\* - provided information will be also used for the evaluation in the Experience criterion

**And who meets the following Experience criteria:**

1. knowledge of other conference languages (*please choose from the following: Russian, Spanish, Italian, German, French and provide the official language of the country of citizenship*): ………………

*In .................................................. on ........................................... 2018.*

*........................................................................*

*(Stamp and signature of the person authorised to make declarations of intent on behalf of the Contractor)*

**DECLARATION CONCERNING A SUBCONTRACTOR WHOSE RESOURCES ARE RECEIVED BY THE CONTRACTOR \***

I declare that in relation to the following entities that are subcontractors: (please provide full name / company, address, and also depending on the subject: NIP / PESEL, KRS / CEiDG), ............ ............ .. .... ...... there are no grounds for exclusion from the procedure described in section 5) "Invitations to submit offers".

*In .................................................. on ........................................... 2018.*

........................................................................

*(Stamp and signature of the person authorised to make declarations of intent on behalf of the Contractor)*

**DECLARATION CONCERNING AN ENTITY WHOSE RESOURCES WILL BE RECEIVED BY THE CONTRACTOR \***

I declare that in relation to the following entities whose resources are referred to in the present proceedings, i.e. : (please provide the full name / company, address, and also according to the entity: NIP / PESEL, KRS / CEiDG) .................................. there are no grounds for exclusion from the procedure described in section 5) "Invitations to submit offers".

*In .................................................. on ........................................... 2018.*

........................................................................

*(Stamp and signature of the person authorised to make declarations of intent on behalf of the Contractor)*

I declare that all information provided in the above statements are current and true and have been presented with full awareness of the consequences of misleading the Purchaser while presenting the required information.

*In .................................................. on ........................................... 2018.*

........................................................................

*(Stamp and signature of the person authorised to make declarations of intent on behalf of the Contractor)*

\* - to be completed if applicable

**Appendix No. 2 to the Bid**

(The Contractor/the Stamp of the Contractor)

**DECLARATION BY THE CONTRACTOR**

**IN MATTERS OF FULFILLING THE INFORMATION DUTIES PROVIDED FOR BY GDPR, ARTICLE 13 OR ARTICLE 14[[1]](#footnote-1)**

I hereby declare that I have fulfilled the information duties provided for by the article 13 or article 14 of the Regulation of the European Parliament and EU Council 2016/679 of 27 of April 2016 on the protection of individuals with regard to the processing of personal data and on the free movement of such data and repealing Directive 95/46 / EC against natural persons from whom personal data directly or indirectly, I have obtained for the purpose of applying for a public contract in this proceeding.

In.................................................. on ..........................................2018.

 .......................................................................

 *(Stamp and signature of the person authorised to make declarations of intent on behalf of the Contractor)*

1. Required only if the contractor provides personal data of persons other than himself/herself and there is no exemption of the information duty, pursuant to art. 13 section 4 or art. 14 section 5 GDPR. In other cases, the contractor does not need to sign the declaration. [↑](#footnote-ref-1)