# Annex 1 – Cover letter

EGI/2023/OP/0001

[*header*]

Addressee:

EGI FOUNDATION

Science Park 140

1098XG Amsterdam (Netherlands)

VAT NL 8219.84.986.B.01

[*place and date*]

**Cover letter**

|  |  |
| --- | --- |
| Call for tenders | |
| Reference: | EGI/2023/OP/0001 |
| Title: | Purchase of software services for image analysis in phenological research with implementation, licensing, support and maintenance |

1. **Identification of the tenderer**

|  |  |
| --- | --- |
| This tender is submitted by:  *(please tick)* | |
| Single tenderer | ☐ |
| Group of economic operators | ☐ |

|  |  |
| --- | --- |
| Identification of the single tenderer  *(to be completed and ticked)* | |
| Name of the company |  |
| Authorised representative(s)  (name and function) |  |
| Contact person  (name, function and email address) |  |
| Is the company a small or medium-sized enterprise, in accordance with European Commission Recommendation 2003/361/EC? | ☐ |
| If awarded, the contract would be signed by:  (name and function) |  |

|  |  |
| --- | --- |
| Identification of the group leader  *(to be completed and ticked)* | |
| Company name of the group leader |  |
| Authorised representative(s)  (name and function) |  |
| Contact person (\*)  (name, function and email address) |  |
| Is the company a small or medium-sized enterprise, in accordance with European Commission Recommendation 2003/361/EC? | ☐ |
| Roles and tasks in this call for tenders and during the execution of the contract |  |
| If awarded, the contract would be signed by:  (name and function) |  |

(\*): Single point of contact authorised to communicate officially with the EGI FOUNDATION in connection with the submitted tender on behalf of all Group members, including in connection with all relevant questions, clarification requests, notifications, etc., that may be received during the evaluation, award and until the contract signature

|  |  |
| --- | --- |
| Identification of the other members of the group  *(to be completed, ticked and duplicated for each other member of the group)* | |
| Company name of the group member |  |
| Authorised representative(s)  (name and function) |  |
| Is the company a small or medium-sized enterprise, in accordance with European Commission Recommendation 2003/361/EC? | ☐ |
| Roles and tasks in this call for tenders and during the execution of the contract |  |

Name of authorised representative:

Date:

Signature:

This tender includes the following documents and annexes:

(Please list all the documents included in the tender)