**Joint Action on HARmonized Products 2022 JAHARP2022-02**

**(Grant Agreement No. JA2021-2-02)**

**Work Package (WP) 3 Pellet Stoves**

**Call for Tender for Test Laboratories**

Appendix IV – Checklist Complete Tender Package

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| Checklist for Tender Items |
| No. | Tender item | Reference | Included | No. of documents inserted, if more than 1 | Document title or File name |
| 1 | Document confirming your understanding and acceptance of the Scope and Requested Services. | Section 3 | Yes/No |  |  |
| 2 | Signed Declaration on Honour with handwriting or electronic signature. If signed in handwriting, the original must be attached and sent by post. | Section 4Appendix II | Yes/No |  |  |
| 3 | Document confirming compliance with Qualifying Criteria, including documentation proving the information presented in an annex to this document. | Section 5 | Yes/No |  |  |
| 4 | Document addressing the Technical Offer, with sub-headings labelled as per the corresponding criterion (A to H) + relevant documentation supporting the information presented, to be added in an annex to this document. | Section 6 | Yes/No |  |  |
| 5 | Financial Offer as per the table(s) in Appendix III. For fair assessment, please provide offer in EUR as described in Section 7. The financial proposal should include any additional information or observations on the proposed testing programme or price that may be relevant to planning and evaluation of offers. | Section 7Appendix III | Yes/No |  |  |

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