

# Annex 1 - Tender Submission Form

## CALL FOR TENDER: PHOTOGRAPHER/VIDEOGRAPHER

Please fill in the form in English and leave the irrelevant parts blank. One signed original of this form must be submitted.

### 1. Information on the tenderer

The tender is submitted by

<b>Name of the tenderer<sup>1</sup></b>	
<b>Address</b>	
<b>City</b>	
<b>Postcode</b>	
<b>Country</b>	
<b>Website</b>	
<b>E-mail</b>	

The contact person for this tender is:

<b>Name</b>	
<b>Position/function</b>	
<b>Office address</b>	
<b>Telephone</b>	
<b>E-mail</b>	

<sup>1</sup> Please indicate the official name of the company/organisation/institution etc.

Only if the tenderer is a natural person indicate his/her name: in this case the information for 'contact person' and for the 'person authorised to represent the tenderer and to sign the contract' must be left blank.

## 2. Description of offer

### YOUR PROFILE

Please describe how you fulfil the profile specification described in the call for tender (your knowledge, skills, and experience in respect to the tasks to be performed)

### TECHNICAL PART

Please describe the methodology you intend to use to fulfill the task:

### FINANCIAL PART

Please specify your financial offer for implementing this task

Person	Daily rate (including VAT if applicable)	Number of days	Total cost	Description of role
TOTAL				