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EUROPEAN UNION

Annex 2

Online Training on Heritage Case studies in Palestine

Application form

for the European project

My Heritage! My Identity!

Promoting Governance and Citizenship in Palestine

ENI/2017/390-692





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SUMMARY

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1. SUBMITTED by (i.e. the identity of the candidate)

	Name(s) of legal entity or entities/ natural person (s) making this application	Country of registration
Leader ¹		
Member		
Etc ...		

2. EXPERIENCE

Please fill in the table below to summarize the main projects related to this contract carried out over the past 3 years by the legal entity or entities making this application. The number of references to be provided must not exceed 15 for the entire application.

Ref no (maximum 15)	Project title					
Name of legal entity	Country	Overall contract value (EUR)	Proportion carried out by legal entity (%)	Name of client	Dates (start/end)	Name of consortium members, if any
...
Detailed description of project						Type and scope of services provided
...						...

¹ Add / delete additional lines for consortium members as appropriate. **Note** that a subcontractor is not considered to be a consortium member for the purposes of this application form. Subsequently, data on subcontractors must not appear in the data related to the professional and technical capacity. If this application is submitted by an individual legal entity, the name of that legal entity should be entered as 'leader' (and all other lines should be deleted). Any change in the identity of the leader and/or any consortium members between the deadline for receipt of applications indicated in the contract notice and the award of the contract is not permitted without the prior written consent of the contracting authority.



3. ANNEX REQUESTED DOCUMENTATION

As part of their application, the candidate must submit as annex of the present Technical application form:

- CVs of the staff who will undertake the assignment (except the subject matters experts who will be hired later with the project team guidance).
- A short proposal which should include a suggested detailed outline of the content structure for each module/modules': objectives, activities, assignments/projects and examinations for each session.
- A technical methodological concept showing how the objectives defined in Chapter 3 of ToR are to be achieved
- An action plan that describes the process of online training development. In particular, the consultant is required to describe the necessary work steps and, working hours/days for each expert with the assignment timeframe.
- Maximum 2 examples of previous assignments.
- A financial proposal (Annex 3) including the number of anticipated working days and the related costs as well as travel costs for the timeframe of assignment.

4. DECLARATIONS

As part of their application, each legal entity identified under point 1 of this application, including every consortium member, must submit a signed declaration of honor on exclusion (see below).

The declaration may be signed, scanned and send by email with the application form. The originals must be sent to the contracting authority upon request.

5. APPLICATION FORMAT

The Technical application and its annexes must be submitted in **PDF format**.

6. CONTACT DETAILS

Bethlehem University, Institute for Community Partnership- ICP <http://icp.bethlehem.edu> - icp@bethlehem.edu , Maysoun Ramadan, EU National Project manager, mramadan@bethlehem.edu +792562140071.

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Masar Ibrahim - Samah Qumsia Awad - samah@masaribrahim.ps.





DECLARATION ON HONOUR ON EXCLUSION CRITERIA AND SELECTION CRITERIA

As requested by the European Union Contract Award procedure, the candidate must certify that they are not in one of the situations listed above:

1. they are bankrupt or being wound up, are having their affairs administered by the courts, have entered into an arrangement with creditors, have suspended business activities, are the subject of proceedings concerning those matters, or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations;
2. they or persons having powers of representation, decision-making or control over them have been convicted of an offence concerning their professional conduct by a judgment of a competent authority which has the force of *res judicata*;
3. they have been guilty of grave professional misconduct proven by any means which the Beneficiary(ies) can justify;
4. they have not fulfilled obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which they are established or with those of the country of the Beneficiary(ies) or those of the country where the contract is to be performed;
5. they are not in compliance with their obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which they are established or with those of the country of the contracting authority or those of the country where the contract is to be performed.
6. they or persons having powers of representation, decision making or control over them have been the subject of a judgment which has the force of *res judicata* for fraud, corruption, involvement in a criminal organisation, money laundering or any other illegal activity, where such illegal activity is detrimental to the EU's financial interests;
7. they are currently subject to an administrative penalty referred to in section 2.3.4 of the Practical Guide

Full name

Date

Signature

