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The proposal should be submitted in writing until **29.11.2024** to the email address mentioned in Section I. Late proposals will not be accepted.

Service provider will be chosen until **02.12.2024**.

Section V Criteria of assessment of proposals

The contract will be awarded to the best proposal taking into account the best price-quality ratio.

Section VI Other information

Conflict of interest

In order to avoid conflict of interest the following persons and/or entities are excluded from this procedure:

- Beneficiary's personnel and staff,
- family members and relatives of beneficiary and its key personnel,
- affiliated persons, companies and institutions,
- any persons, companies and institutions with shared economic interest and/or personal or equity relationship with Beneficiary.

The standard contract for services will not be negotiated by the Beneficiary. After signing the contract any major changes to the contract shall be excluded. A draft contract may be delivered via e-mail on request.

The service providers shall respect all rules and obligations required by the European Union, in particular those with regards to confidentiality, conflict of interests, liability, intellectual property rights, ownership of materials, checks, audits and evaluation.

Beneficiary does not allow subcontracting as a rule. All potential subcontractors should be notified and accepted by the Beneficiary prior to signing a contract for services.

On behalf of Beneficiary:



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FUNDACION ANTONIO BUSTAMANTE PARA EL DESARROLLO DE LAS PROFESIONES Y EL MOVIMIENTO
SINDICAL INDEPENDIENTE (FAB)

21.10.2024