**Appendix 5**

**Tenderer‘s Self-Declaration of Suitability**

By submitting our Tender, I (we) declare that I (we) comply with the criteria of suitability required by the Contractor Awarders in the present Tender Documents, and that I (we) am (are) able to supply the proof specified therein immediately upon request, but at any rate no later than within seven days.

Where a working group or bidding consortium is formed, this Appendix shall be filled out for each member.

The following documents and records constitute an integral part of our Tender (**please complete**):

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Company:**  (Name of company as entered in the Commercial Register, address, telephone, email) | | | | Commercial Register no.:  Code no. in the Austrian Register of Tenderers (ANKÖ Code): | Verified by Contract Awarder:  Date: | |
| **Proof of qualification** (business license for the trade of “Book, Art and Music Publishing”; or equivalent foreign certificate) | | | | Date | Age < 6 months? | App. no. |
|  | | | |  | Y N |  |
|  | | | |  | Y N |  |
| **Extract from the Commercial Register**: | | | | Date | Age < 6 months? | App. no. |
|  | | | |  | Y N |  |
| **Proof** supplied by **Social Security Carrier** – Name of Social Security Carrier: | | Arrears: | | Date | Age < 6 months? | App. no. |
|  | |  | |  | Y N |  |
|  | |  | |  | Y N |  |
| **Proof** of **payment of taxes and charges** – Name of authority: | | Arrears: | | Date | Age < 6 months? | App. no. |
|  | |  | |  | Y N |  |
|  | |  | |  | Y N |  |
| **Police clearance certificates** (for directors/officers authorized to represent the company) | | | | Date | Age < 6 months? | App. no. |
|  | |  | |  | Y N |  |
|  | |  | |  | Y N |  |
| **Information from the register of associations** or equivalent certificate from a court or administrative authority | | | | Date | Age < 6 months? | App. no. |
|  | |  | |  | Y N |  |
| **Credit report** by the Association for the Protection of Creditors of 1870 (Kreditschutzverband von 1870, KSV) or by an equivalent institution | | Rating: | | Date | Age < 6 months? | App. no. |
|  | |  | |  | Y N |  |
| **Information from the insolvency file** or equivalent certificate from a court or administrative authority | | | | Date | Age < 6 months? | App. no. |
|  | |  | |  |  |  |
| (Place, date) |  | | (Legally valid signature, company stamp) | | | | |

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| --- | --- | --- |
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