

(Title of the Economic Operator & Logo)

No. of PA: _____
(Mark the No. of the Procurement Activity)

TO: PROCUREMENT VETTING BODY

Against recommendation of the Contractor's Authority for distribution of the Contract to the Economic Operator: _____, by bid price in amount of: _____€, regarding tender:

(Mark the title of the contract as indicated in Paragraph II.1 of the Tender file)

Initiated by: _____
(Mark the name/title of the Contractor Authority)

In legal term, I submit this:

APPEAL

1. Identification of the complainer

(Mark the full name/title of your company)

(Address)

(Location)

(Postal Code)

(Phone number)

(Fax number)

(Name & Surname of your company's representative)

(E-mail address)

(Date of appeal's submission)

(Signature & stamp)

***A complainer might be the interested party (Economic Operator or a group of economic operators' participants of the procurement activity).*

2. Identification of the attorney/lawyer

Submitter might address an appeal personally or through his/her attorney/lawyer. If the appeal has been addressed through the lawyer, then the authorization of representation has to be attached to PROCUREMENT.

Mark the following data:

(Name & Surname of the lawyer)

(Full address)

(Phone No.)

(Fax No.)

(E-mail address)

(Date of appeal's submission)

(Signature & stamp)

3. Data on the procurement activities

A brief description regarding the date and title of the daily newspaper(s) in which “Notification on Contract”, and “Notification on Contract’s Distribution”, have been published, deadline for bid/tender delivery, date and time of the Bid/Tender Opening Process, and criteria for the contract’s distribution.

4. Bid opening process

Did you participate in the Bid/Tender Opening Process? If yes, please specify briefly the flow of the Bid/Tender Opening Process.

Yes No

5. Notification on elimination of bidders

Have you been notified in writing about your elimination from further participation in the procurement activity? Have you performed any reaction in writing, and/or have you asked for any additional clarification to be given by the CA regarding the reasons for your elimination, and have you received any written response by the CA regarding said matter? If yes, please indicate briefly details about this fact:

Yes No

6. Provisions breached by the Contractor Authority

Specify provision or provisions breached of the LPP by the Contractor Authority as of the very moment of publishing of Notification on Contract, Notification of bidder/candidate elimination till completion of this procurement activity by publishing of Notification on Contract Delivery:

*** Pursuant to Article 113 of the LPP, PVB shall confiscate insurance of your appeal, if the Vetting Panel finds that all or any part of your claim indicated in appeal were false or fraud.*

7. Detailed statement on facts and arguments

Describe factual conditions/circumstances that compose presumption in terms of breach of provisions of the LPP. Introduce a clear and detailed statement for facts and arguments in support of each base of your appeal.

8. Material damage

Describe the manner of assumed breach caused or threats that might cause material impairment/damage to the appeal's submitter:

9. Proposal

Offer, if possible, your proposal in terms of further steps to be taken regarding this procurement activity:

10. The list of attached documents (evidences)

*Register each evidence that you will attach to you appeal so said might be reviewed. **Publication on Notification for Contract Delivery** has to be absolutely attached by which date and title of the daily news paper regarding publication of said notification or notification on those bidders/candidates who have been eliminated would be confirmed; transcript/minutes of public bid/tender opening, and also all your correspondence with the contractor authority including: e-mail and any other written information related to procurement activity as well as any other claim presented in the appeal..*

- 1.
- 2.
- 3.
- 4.
- 5.

6.

*** Pursuant to Article 106.2 of the LPP, submitter of said appeal should hand over the original copy of the appeal to the PVB, and after that, a copy marked by a protocol number of the PVB should be delivered to Contractor Authority as soon as possible.*