

ANNEX A – FINANCIAL OFFER, PS/SRV/PRT/001/2023 Managed Printing Services

Unit price & price scenario over the maximum possible duration of the contract in euros (24 months)

N°	Description	unit	Number of units over the total duration of the contract (including renewals)	Unit price	Total price
1	Rental of floor standing Multi-Functional Printer as per 7.2.1 of Tender Specifications (1 x unit)	Monthly Rent	24		
2	Rental of Desktop Printers as per Tender Specifications (7 units)	Monthly Rent	168		
3	Black & White printed on A4	Per sheet of paper	216,000		
4	Black & White printed on A3	Per sheet of paper	1,000		
5	Color printed on A4	Per sheet of paper	40,000		
6	Color printed on A3	Per sheet of paper	1,000		
TOTAL in EUR					

When filling in this table, tenderers shall complete the unit prices columns for each item and will not modify, add or subtract any item. Failing this, their tender will be eliminated.

Name of the tenderer:

Legal representative of the tenderer:

Date:

Tenderers should complete their proposal in accordance with the instructions laid down in the tender specifications and in this Annex A.

The financial tender must be presented in table format indicating the cost of the products to be delivered.

Tenderers are requested to provide prices for all products/services they tender for.
Tender proposals containing not duly filled official financial tender may be rejected.

Prices shall include all types of costs to be borne for the performance of the contract.

Different price options will not be accepted and will entail the refusal of the offer. Amounts must be quoted in EURO.
Prices must be maximum fixed amounts and be calculated exclusive of all duties and taxes.

Instructions:

ALL YELLOW CELLS MUST BE FILLED IN. Not filled-in yellow cells may lead the tender to be non-compliant and the tender may not be evaluated further.

The final total resulting from the sum of rows 1-3 will be the reference price for evaluation.

Price schedule will serve as the price list for each product on the basis of which the product provided for in the "Order Forms" will be invoiced to the Secretariat (with such prices constituting the upper limit of the applicable rates).

To this end, the price schedule will be an integral part of the contract.