



## DRAFT CONTRACT

### SUPPLY CONTRACT

#### Supply of IT equipment laptops and docking stations - 30 - PRO298LAD-2020

The Secretariat of the Union for the Mediterranean having its principal place of business at Palau Reial de Pedralbes, Pere Duran Farell, 11 Barcelona 08034, Spain, with VAT number V65362691, hereinafter referred to as “the contracting authority”, represented by Mr ....., Secretary General; one part,

and

<Full official Name of the Provider>, having its principal place of business at <Full official address>, with <VAT number>, hereinafter referred to as “the Contractor”, [individual] on his/her own name [company/entity] represented by [...], <Legal status/title>; of the other part,

have agreed as follows:

#### Article 1 Subject

- 1.1. The subject of this contract shall be Supply and delivery of 70 laptops, 65 docking stations and one specific computer for video and image editing.  
The place of acceptance of the supplies shall be the contracting authority, Barcelona, Spain, the time limits for delivery shall be the 31<sup>st</sup> of December 2020 and the Incoterm applicable shall be DDP (Delivered Duty Paid)<sup>1</sup>.
- 1.2. The Contractor shall comply strictly with the terms of the Special Conditions and the technical annex.

#### Article 2 Origin

No rule of origin is applied, the supplies and materials can originate from any country.

#### Article 3 Price

- 3.1. The price of the supplies shall be that shown on the financial offer (specimen in Annex IV). The total maximum contract price shall be EUR <amount> (VAT not included).  
The prices quoted will be updated once per year upon request of one party in accordance with Article 15.1 of the Special Conditions.
- 3.2. Payments shall be made in accordance with the general and/or special conditions (Articles 26 to 28).

#### Article 4 Order of precedence of contract documents

The contract is made up of the following documents, in order of precedence:

- the contract agreement
- the special conditions

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<sup>1</sup> DDP (Delivered Duty Paid) - Incoterms 2010 International Chamber of Commerce - <http://www.iccwbo.org/incoterms/>



- the general conditions (Annex I)
- the technical specifications (Annex II [including clarifications before the deadline for submission of tenders])
- the technical offer (Annex III [including clarifications from the tenderer provided during tender evaluation])
- the budget breakdown (Annex IV)
- Specified forms and other relevant documents (Annex V)

The various documents making up the contract shall be deemed to be mutually explanatory; in cases of ambiguity or divergence, they shall prevail in the order in which they appear above.

Done in English in two originals, one original being for the contracting authority and one original being for the contractor.

**For the contractor**

Name:

Title:

Signature:

Date:

**For the For the contracting authority**

Name: Mr .....

Title: Secretary General

Signature:

Date: