Project Reference Form

The Project Reference Form **must** be used to give details about relevant projects the tenderer wants to present as proof of experience.

The Project Reference Form consists of two pages:

1. Front page;
2. Description page.

Both pages must be used to form a complete Project Reference Form.

A new Project Reference Form must be completed for each reference

Contact persons may be contacted by the EIT in the scope of the call for tenders.

**Use of this form is mandatory - only projects submitted on this form will be considered.**

*The delivery has to be certified by the purchaser; or failing this, declared by the service provider to have been effected.*

**Project Reference Form** (page 1 of 2)

**Project reference n° ……. LOT: ………**

**Project reference front page**

|  |
| --- |
| **Project name**:  **Start date** (mm/yy): **Finish date** (mm/yy):  **Client name**: **Contact person**: **Phone**: |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| ***Project type*** *(development, maintenance, study, support, etc…):*  ***Principal contractor*** *for this project* :  *If it is not the tenderer, explain the tenderer’s role*:  ***Principal location*** *for this project:*   1. *Tenderer's premises* 2. *Client's premises* 3. *Other – Precise:*   ***Number of tenderer's own technical staff involved in person -days, by profile Profiles for Lots 1 or 2 as indicated in chapter 3.4 of the Tender Specifications:***   |  |  |  | | --- | --- | --- | | ***Profile ID n. of people n. of days*** | ***Profile ID n. of people n. of days*** | ***Profile ID n. of people n. of days*** | | ***…………. …………. ………….*** | ***…………. …………. ………….*** | ***…………. …………. ………….*** | | ***…………. …………. ………….*** | ***…………. …………. ………….*** | ***…………. …………. ………….*** | | ***…………. …………. ………….*** | ***…………. …………. ………….*** | ***…………. …………. ………….*** | | ***…………. …………. ………….*** | ***…………. …………. ………….*** | ***…………. …………. ………….*** | | ***…………. …………. ………….*** | ***…………. …………. ………….*** | ***…………. …………. ………….*** |   ***Total n. of people: ……………….. Total n. of days: ……………….*** |
|  |
| ***Methodologies involved****:*  ***Technologies involved (hardware, software and tools)*** *:* |

**Project Reference Form** (page 2 of 2)

**Project reference n° \_\_\_\_\_\_**

**Project reference description page**

|  |
| --- |
| ***Area(s) covered by the project*** |
|  |
| ***Project description:*** |

*Declaration of conformity and signature:*