## FORMAT OF THE CONTRACT BETWEEN THE CONTRACTOR AND THE CONTRACTING AUTHORITY

**CONTRACT TITLE:** Training Course in Advanced Excel for Energy Efficiency Professionals. A comprehensive course on Microsoft Excel specifically tailored for Energy Engineers, Energy Managers, Energy Analysts, and Utility Program Managers

Reference number: BENEFIT-CN1-SO 2.1-SC 007 (08-1159/3)

**Concluded between:**

Municipality of Bitola

Bulevard 1-st of May 61 7000 Bitola

Represented by: Toni Konjanovski Mayor of the Municipality of Bitola

(Contracting Authority)

AND

Title

Address of the contractor

Represented by:

(Contractor)

**Article 1: Subject of the contract**

The subject of the contract are the services as indicated in the contractor’s offer – ‘’Part B: Format of offer to be provided by the tenderer’’

Training Course in Advanced Excel for Energy Efficiency Professionals. A comprehensive course on Microsoft Excel specifically tailored for Energy Engineers, Energy Managers, Energy Analysts, and Utility Program Managers. Traning course will be in Bitola, appropriate place for this training course is obligatioon for contractor.

**Article 2: Contract value**

The total contract value for implementation of services indicated in the Article 1 is: \_\_\_EUR.

**Article 3: Contracting documents**

This documents which form the part of this contract are (by the order of precedence):

* Contract agreement
* Contractor’s offer as provided in the tendering phase – ‘’Part B: Format of offer to be provided by the tenderer’’
* Any other supporting documentation if applicable (\* - in case of asking for registration of company or other information)

**Article 4: Deliveries and payments**

The contractor will deliver without reservation the services indicated in the contractor’s offer ‘’Part B: Format of offer to be provided by the tenderer’’. The deliveries will be implemented within the indicated dates.

The Contracting Authority will pay to the contractor the services in the amount indicated in the Article 2 of this contract document. The payments will be issued by the following time schedule.

|  |  |  |
| --- | --- | --- |
| **Month** |  | **<EUR/\*\*\*>** |
| 1 | Maximum Pre-financing payment | <XX % of the contract value> |
| <Month> | Interim payment (\*if applicable) | <XX % of the contract value> |
| <Month> | Balance payment | <XX % of the contract value> |
|  | **Total** | <Total contract value> |

\* - The contractor will provide Contracting Authority with the brief report on execution of the services (\* could be introduced in the case of service tenders)

**Article 5: Duration of the contract**

The duration of the contract is from signing the contract until the end of the project BENEFIT (which is now end of december but if the project will be extended the duration of the contract will be extended too).

**Article 6: Cancellation of the contract**

The contract can be suspended by the Contractor due to one of the following reasons:

* Contracting Authority not fulfilling payment and other obligations

The contract can be terminated by the Contracting Authority due to one of the following reasons:

* The Contractor is in serious breach of the contract, failing to meet contractual obligations
* The Contractor is bankrupted or being wound up, is having its affairs administrated by courts, has entered into arrangements with creditors, has suspended business activities, is the subject of proceedings concerning those matters, or is in any analogous situations arising from a similar situation provided for in national legislation or regulations.

**Article 7: Resolving of disputes**

Any disputes arising out of or relating to this Contract which cannot be settled otherwise shall be referred to the exclusive jurisdiction of (\* - specify responsible court or arbitration body) in accordance with the national legislation of the state of the Contracting Authority.

|  |  |  |  |
| --- | --- | --- | --- |
| **For the Contractor** | | **For the Contracting Authority** | |
| Name: |  | Name: |  |
| Title: |  | Title: |  |
| Signature: |  | Signature: |  |
| Date: |  | Date: |  |