**ANNEX IV – TECHNICAL OFFER**

**“Supply of mobile devices, accessories and associated services”**

**ENISA F-CSS-23-T13**

**PREAMBLE**

This standardised submission Technical Offer Form is intended to facilitate Tenderers with providing a technical proposal, which is structured in accordance with ENISA requirements, and to guarantee the supply of the minimum information required.

The technical evaluation will be conducted on the basis of this Technical Offer Form. All the data presented in Technical Proposal as well as all the declarations made are binding for Tenderer and their fulfilment will be required in the case of awarding a contract.

Submission of this Annex IV Technical Offer Form is mandatory.

The Technical Offer Form must be dated and signed by the person(s) empowered to represent the Tenderer or leader of Group/Consortium, in the one of the following ways:

1. Electronic signature (recommended option):

In case the Tenderer has the possibility to sign the declaration using a qualified electronic signature (QES), please have it signed electronically by Tenderer’s authorised representative(s). Please note that only the qualified electronic signature (QES) within the meaning of Regulation (EU) No 910/2014 (eIDAS Regulation) will be accepted.

Before sending back the electronically signed document, please check the signature and validity of the certificate with one of the following tools:

* DSS Demonstration validation tool available at <https://ec.europa.eu/cefdigital/DSS/webapp-demo/validation> can help you check the validity of a certificate by indicating the number and type of valid signatures in a document.
* EU Trusted List Browser can be consulted in order to check whether the electronic signature provider and the trust service it provides are part of European Union Trusted List: <https://esignature.ec.europa.eu/efda/tl-browser/#/screen/home>

To make sure that Tenderer use a QES compliant to eIDAS Regulation, the Tenderer needs to check that both the service provider and the qualified certificate generation service used are included in the EU Trusted List Browser.

1. Handwritten signature:

In case the Tenderer does not have the possibility to sign the declaration using a qualified electronic signature (QES), please fill it in electronically, then print it and have it signed and dated by Tenderer’s authorised representative(s) using a hand-written signature. A scanned copy must be attached to the tender. Tenderers may be asked to provide in due time, preceding the award of the contract, the submission of the hand signed original.

**PART 1- TECHNICAL COMPLIANCE/MINIMUM REQUIREMENTS CHECKLIST:**

The tender or tenderer must fulfil all mandatory technical requirements in order to continue to the evaluation of the technical tender. If the answer is “No” to any of the questions or the answer left blank, the tender will not be further evaluated.

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| **Mandatory requirements** | **Please check the box if able to provide** |
| The tenderer is able to provide the supplies in compliance with the minimum requirement as indicated under Section 2 of Part 2 Technical specifications. | **YES/NO** |
| The tenderer is able to provide the supplies, as described in the Technical Specifications Part 2, Sections 3 and 4 | **YES/NO** |
| Compliance with applicable data protection, environmental, social and labour law obligations established by Union law, national legislation, collective agreements or the international environmental, social and labour conventions listed in Annex X to Directive 2014/24/EU. | **YES/NO** |
| The required catalogue of mobile devices with characteristics and prices for iOS and Android mobile phones (document in pdf format or provision of the relevant web link) is included in the offer. | **YES/NO** |
| Ability to supply accessories for the mobile devices for the duration of the contract (inclusion of a separate catalogue - document in pdf format or provision of the relevant web link). | **YES/NO** |

**Part 2 – TECHNICAL TENDER /AWARD CRITERIA**

The technical tender will be evaluated against the pre-defined award criteria as indicated in section 3.3 of the tender specifications.

In order for ENISA to evaluate each criterion, the tenderer is requested to provide the information indicated below.

The mere repetition of information already found in the technical specifications will not be considered in the scoring.

**PLEASE provide analytical description**

1. **Description of the ordering process and timeframe with respect to Section 3 in Part 2 of the Tender Specifications document**
2. **Description of delivery timeframe in respect with Section 4 in Part 2 of the Tender Specifications document**

1. **Description of how you comply with the quality, environmental friendliness and energy efficiency in compliance with Section 2 in Part 2 of the Tender Specifications document, as evidenced through certifications; a technical dossier from the manufacturer; a test report from a recognised body, or any other relevant evidence is expected to be attached in the Technical Offer.**
2. **Description of the policy(ies) related to the warranty and repair, DOA and ELF with respect to Section 2.4 of Part 2 of the Tender Specifications document and description of any other value-added services like extended security support via Enterprise packages (if to be offered)**

Signature of the Tenderer’s Legal Representative

Date