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PART I: INFORMATION CONCERNING THE PROCUREMENT PROCEDURE AND THE CONTRACTING AUTHORITY OR CONTRACTING ENTITY

INFORMAZIONI SULLA PROCEDURA DI APPALTO

Identity of the procurer	Consulate General of Italy in Hong Kong
Whic procurement is concerned?	TECHNICAL SUPPORT POST TO THE OFFICIAL RESPONSIBLE (R.U.P.) OF THE PROCEDURES FOR AWARDING THE DESIGN SERVICE AND THE EXECUTION OF THE EXTRAORDINARY MAINTENANCE WORK IN THE PREMISES OF THE CONSULATE GENERAL OF ITALY IN HONG KONG
Title or short description of the procurement:	
File reference number attributed by the contracting authority or contracting entity	
CIG	CIG Z0C2928908

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PART II: INFORMATION CONCERNING THE ECONOMIC OPERATOR

A: INFORMATION ABOUT THE ECONOMIC OPERATOR

Identification	Answer
Name:	[]
Business registration number: if no Business Registration is applicable, please indicate another national identification number	[]
Postal address:	[]
Contact person or persons (1): Tel: PEC o e-mail: Internet Address (web address) (if applicable)	[] [] []
General Information	Risposta:
Is the economic operator a Micro, a Small or a Medium Size Enterprise (²)?	[]Y []N
Only in case the procurement is reserved: is the economic operator a sheltered workshop, a social business (3) or will it provide for the performance of the contract in the context of sheltered employment programs?	[]Y []N
If yes,	
what is the corresponding percentage of disabled or disadvantaged workers?	[]
If required, please specify which category or categories of disabled or disadvantaged worker the employees concerned belong to	[]
If applicable, is the economic operator registered on an official list of approved economic operators or does it have an equivalent certificate (e.g. under a national (pre)qualification system)? If yes: Please answer the remaining parts of this section, section B and, where relevant, C of this part, fill in and sign Part IV a) Please provide the name of the list or certificate and the relevant registration or certification number, if applicable; b) If the certificate of registration or certification is available electronically, please state: c) Please, state the references on which the registration or certification is based, and, where applicable, the classification obtained in the official list (4):	a) [] b) (Web address, issuing authority or body, precise reference of the documentation: [][

Please repeat the information concerning contact persons as many time sas needed.

Cfr. Commission Recommendation of, 6 May 2003, concerning the definition of Micro, Small and Medium-sized enterprises. This information is required for statistical

Durposes only.

Micro enterprises: enterprises which employs fewer than 10 persons and whose annual turnover and/or annual balance sheet total does not exceed EUR 2 million

Small enterprises: enterprises which employs fewer than 50 persons and whose annual turnover and/or annual balance sheet total does not exceed EUR 10 million

Medium enterprises: enterprises which employs fewer than 250 persons and whose annual turnover not exceeding EUR 50 million and/or annual balance sheet total not exceeding EUR 43 million

I.E. its main aim is the social and professional integration of disabled or disadvantage persons

The references and the description if any are set out on the certification.

The references and the classification, if any, are set out on the certification.

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Form of participation:		Answer:	
Is the economic operator participating in the procurement procedure together with others $(^5)$		[]Y []N	
If yes, please ensure that the others concerned provide a separate E	SPD form		
If yes			
a) Please indicate the role of the economic operator in the group (leader, responsible for specific tasks):		a): []	
b) Please, identify the economic operators participating in the procurements procedure together:		b): []	
c) Where applicable, name of the participating group:		c): []	
Lots:		Answer:	
Where applicable, indication of the lot(s) for which the economic operator tender	wishes to	[]	
B: INFORMATION ABOUT REPRESENT	ATIVES OF TH	IE ECONOMIC OPERATOR	
Where applicable, please indicate the name(s) and address(es) of purposes of this procurement procedure:	the person(s) e	empowered to represent the economic operator for the	
Representation, if any:	Answer:		
Full name; accompanied by the date and place of birth:	[];		
Position/Acting in the capacity of: [
Postal Address:	[]		
Telephone:	[]		
E-mail:	[]		
If needed, please provide detailed information on the representation (its forms, extent, purpose)	[]		
C: INFORMATION ABOUT RELIANCE ON THE CAPACITIES OF OTHER ENTITIES			
Affidamento:	Answer:		
Does the economic operator rely on the capacities of other entities in order to meet the selection criteria set out under Part IV and criteria and rules (if any) set out under Part V below?	[]Y []N		
If yes,			
please ensure that the others concerned provide a separate ESPD form			
If yes, please provide a separate ESPD from setting out the information required u filled in and signed by the entities concerned	nder Section A an	d B of this Part and Part III for each of the entities concerned, duly	
Please, note that this should also include any technicians or technical bodies, not be for quality control and, in the case of public works contracts, the technicians or technic			

 $^{^{(5)}}$ $\,\,$ notably as part of a group, consortium, joint venture or similar.

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D: INFORMATION CONCERNING SUB CONTRACTORS ON WHOSE CAPACITY THE ECONOMIC OPERATOR DOES NOT RELY

(Section to be filled-in only if this information is explicitly required by the contracting authority or contracting entity).		
Subcontracting:	Answer:	
Does the economic operator intend to subcontract any share of the contract to third parties?	[]Y []N	
If yes and in so far as known:		
Please list the proposed subcontractors:	[]	

If the contracting authority or contracting entity explicity requests this information in addition to the information under this section,

please provide the information required under Section A and B of this part and Part III for each of the (categories of) subcontractors concerned

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PART III: EXCLUSION GROUNDS

A: GROUNDS RELATING TO CRIMINAL CONVICTIONS

	Article 57 (1) of Directive 2014/24/EU sets out the following reasons of exclusion:		
	1.	Participation in a criminal organisation (6)	
	2.	Corruption(7)	
	3.	Fraud(*);	
	4.	Terroristic offences or offences linked to terrorist activities (9);	
	5.	Money laundering or terroristic financing (10);	
	6.	Child labour and other forms of trafficking in human beings(11)	
	D.Lgs	s. 50/2016	
l	7.	Any other crime which may give rise, as a corollary, the inability to contract with public administration;	
r			

Grounds relating to criminal convictions under national provisions implementing the grounds set out in Art. 57(1) of the Directive	Answer:
Has the economic operator itself or any person who is a member of its administrative, management or supervisory body or has powers of representation, decision or control therein been the subject of a conviction by final judgment for one of the reasons listed above, by a conviction rendered at the most five years ago or in which an exclusion period set out directly in the conviction continues to be applicable?	[]Y [] N If the relevant documentation is available electronically, please indicate: (web address, issuing, authority or body, precise reference of the documentation [
If yes, please indicate :	
a) Date and duration of conviction, specify which points 1 to 7 is concerned and the reason(s) for conviction	a) Date: [], duration: [], point(s): [], reason:[]
b) Identify who has been convicted	b)[]
c) Insofar as estabilished directly in the conviction:	c) Length of the period of exclusion [], and the points concerned [],
	If the relevant documentation is available electronically, please indicate: (web address, issuing, authority or body, precise reference of the documentation
In case of convictions, has the economic operator taken measures to demonstrate its realibility despite the existence of a relevant ground for exclusion ¹² ("Self-Cleaning)?	[] Y[] N
If yes, please describe the measures taken ¹³	

As defined in Article 2 of Council Framework Decision 2008/841/jha of 24 October on the fight against organised crime (OJ L 300 dell'11.11.2008, pag. 42). As defined in Article 3 of the Convention on the fight against corruption involving officials of the EU Communities or official of EU Member States (OJ C 195 del 25.6.1997, pag. 1) As defined in Article 3 of the Convention of the light against corruption involving diricals of the EU Communities of office and in Article 2(1) of Council Framework Decision 2003/568/GAI of 22 July 2003, on combatting corruption in the private sector (OJ L 192 del 31.7.2003, pag. 54). This exclusion ground also includes corruption as defined in the national law of the contracting authority or the economic operator.

Within the meaning of Article 1 of the Convention on the protection of the EU Communities' financial interests (OJ C 316 del 27.11.1995, pag. 48). As defined in Articles 21 and 3 of Council Framework of 13 June 2002 on combatting terrorism (OJ L 164 del 22.6.2002, pag. 3). This exclusion ground also includes inciting or aiding or abetting or attempting to commit an offence, as referRed to in Article 4 of that Framework Decision.

As defined in Article 1 of Directive 2005/60/CE of the European Parliament and of the Council of 26 October 2005, on the prevention of the use of the financial system for the purpose of money laundering and terrorist financing (OJ L 309 del 25.11.2005, pag. 15).

As defined in Article 2 of Directive 2011/36/UE of the European Parliament and of the Council of 5 Aprile 2011 del 5 aprile 2011, on preventing and combating trafficking in human beings and protecting its victims, and replacing Council Framework Decision 2002/629/GAI (OJ L 101 del 15.4.2011, pag. 1).

In accordance with national provisions implementing Article 57 (6), of Directive 2014/24/UE.

Taking into account the character of the crimes committed (punctual, repeated, systematic...), the explanation should show the adequacy of the measures to taken..

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B: GROUNDS RELATING TO THE PAYMENT OF TAXES OR SOCIAL SECURITY CONTRIBUTIONS

Payment of taxes or social security contributions	Answer:	
Has the economic operator met all its obligations relating to the payment of taxes or social security contributions, both in the country in which it is established and in Member State of the contracting authority of contracting entity if other than the country of establishment	[]Y []N	
If not, please indicate:	Taxes	Social Contribution
a) Country or Member State concerned b) What is the amount concerned? c) How has this breach of obligations been established: 1) Through a judicial or administrative decision: - Is this decision final or binding? - Please indicate the date of conviction or decision - In case of a conviction, insofar as established directly terein, the length of the period of exclusion: 2) By other means? Please specify	a. [] b. [] c1. []Y []N -[]Y []N -[] -[]	c. [] d. [] c1. []Y []N -[]Y []N -[]] c2. []
d) Has the economic operator fulfilled its obligations by paying or entering into a binding arrangement with a view to paying the taxes or social security contributions due, including, where applicable, any interest accrued or fines	d. []Y []N if yes please provide the details: []	d. []Y []N if yes please provide the details: []
If the relevant documentation concerning payment of taxes or social contributions is available electronically, please indicate	(web address, issuing, authority or documentation	

C: GROUNDS RELATING TO INSOLVENCY, CONFLICTS OF INTERESTS OR PROFESSIONAL MISCONDUCT

Information concerning possible insolvency, conflict if interests or professional misconduct	Answer
Has the economic operator, to its knowledge, breached its obligations in the fields of environmental , social and labour law (14)	[] Y [] N
If yes, has the economic operator taken measures to demonstrate its reliability despite the existence of this ground for exclusion ("Self-Cleaning")?	[]Y []N
If yes, please describe the measures taken: - The economic operator has paid damages - The economic operator has formally committed itself to compensate for the damage? - The economic operator has implemented technical and organizational measures and personnel capable of preventing further offenses or crimes?	[] N [] N [] N [] Y [] N [] Y [] N
Is the economic operator in any of the following situations or is it subjected to a process for the inspection for any of the following	

⁽¹⁴⁾ As referred to for the purpose of this procurement innational law, in the relevant notice or the procurement documents or in Article 18(2) of Directive 2014/24/EU.

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situations?	[]Y[]N
a. Bankrupt, orb. The subject of insolvency or winding-up proceedings or	[]Y []N
compulsory winding-up or	[]Y []N
c. In the arrangement with creditors, or	
d. Composition with creditors, or	[]Y []N
e. In any analogous situation arising from a similar procedure under national laws or regulation(15), or	
f. That its business activities are suspended?	
- If yes, please provide details:	[]
 Please indicate the reasons for being able nevertheless to perform the contract, taking into account the applicable national rules and measures on the continuation of business in those circumstances? 	[]
Is the economic operator guilty of grave professional misconduct (16)	[]Y []N
If yes, please provide details:	[]
If yes, has the economic operator taken self-cleaning measures?	[]Y []N
If yes, please provide details:	[]
Has the economic operator entered into agreements with other economic operators aimed at distorting competition?	[]Y []N
If yes, please provide details:	[]
Is the economic operator aware of any conflict of interests (17) due to its participation in the procurement procedure?	[]Y []N
If yes, please provide details:	[]
Has the economic operator or an undertaking related to it advised the contracting authority or contacting entity or otherwise been involved in the preparation of the procurement procedure?	[]Y []N
If yes, please provide details:	[]

 ⁽¹⁵⁾ See national law the relevant notice or the procurement documents.
 (16) Where applicable, see definitions in national law, the relevant notice or the procurement documents.
 (17) As indicated in national law, the relevant notice or the procurement documents.

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prior c	e economic operator experienced that a prior public contract, a ontract with a contracting entity or a prior concession contract rminated early, or that damages or other comparable sanctions nposed in connection with that priori contract?	[]Y []N
If yes,	please provide details:	[]
Can th	e economic operator confirm that?	[]Y []N
á	 It has not been guilty of serious misrepresentation in supplying information required for the verification of the absence of grounds for exclusion or the fulfilment of the selection criteria; 	
k) It has not withheld such information;	
C	 It has been able, without delay, to submit the supporting documents required by a contracting authority or contracting entity and 	
c	It has not undertaken to unduly influence the decision making process of the contracting authority or contracting entity, to obtain confidential information that may confer upon it undue advantages in the procurement procedure or to negligently provide misleading information that may have a material influence on decisions concerning exclusion, selection or award?	

D: OTHER EXCLUSION GROUNDS THAT MAY BE FORESEEN IN THE NATIONAL LEGISLATION OF THE CONTRACTING AUTHORITY'S OR CONTRACTING ENTITY'S EU MEMBER STATE

Grounds for exclusion foreseen from the Italian Law	Risposta:
Has the economic operator never been involved in crimes of Mafia association?	[] Y [] N
Has the economic operator never concluded contracts of employment or self-employed and, in any case, assigned tasks to former employees of the contracting authority, who terminated their employment relationship for less than three years and that in the last three years of service have exercised authoritative or negotiating powers on behalf the same contracting against the same trader?	[]Y []N

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PART IV: SECTION CRITERIA

A: SUITABILITY (Art. 83, Sub 1, letter a), of the Italian law - D.Lgs. 18 aprile 2016, n. 50)

Suitability	Answer	
It is enrolled in the relevant professional or trade registers kept in one of the EU's Member State or in the Hong Kong SAR(18)	[]	
If the relevant documentation is available electronically, please indicate:	(web address, issuing authority or body, precise reference of the documentation): [
B: ECONOMIC AND FINANCIAL STANDING - (Art. 83, Sub 1, lett	rer <i>b)</i> , of Italian the Italian law D.Lgs. 18 aprile 2016, n. 50)	
economic and financial standing	Answer:	
Its ("general") yearly turnover for the last three financial years, is at follows	year: [] turnover: [] [] currency year: [] turnover: [] currency year: [] turnover: [] currency	
If the relevant documentation is available electronically, please indicate:	(web address, issuing authority or body, precise reference of the documentation): [
Its yearly ("specific") turnover in the business area covered by the contract document for the best three years of the last five:	year: [] turnover: [] [] currency year: [] turnover: [] [] currency year: [] turnover: [] []	
If the relevant documentation is available electronically, please indicate:	(web address, issuing authority or body, precise reference of the documentation): [
3. The insured amount in its professional risk indennity insurance (art. 83, sub 4, letter c) D.Lgs. 18 aprile 2016, n.50): Output Description:	[] [] currency	
C: TECHNICAL AND PROFESSIONAL ABILITY - (Art. 83, Sub 1, letter c), of Italian the Italian law D.Lgs. 18 aprile 2016, n. 50)		
Technical and professional ability	Answer:	
The average annual number of technical personnel employed in the last three years, broken down as follows	[] number [] position [] number [] position	

[.....] number [.....] position

⁽¹⁸⁾ As described in Annex XI of Directive 2014/24/EU, economic operators from certain Member States may have to comply with other requirements set out in that annex

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It uses the following technicians or technical bodies, especially those responsible for quality control:	[]
It uses the following technical facilities and measures for ensuring quality and its study and research facilities are as follow	[]
Detailed list of the main works related with the object of the contract (economic and technical feasibility, detailed planning and execution planning) of the past five years	1) [] year [] amount [] customer 2) [
If the relevant documentation is available electronically, please indicate:	(web address, issuing authority or body, precise reference of the documentation): [][]

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PART V: CONCLUDING STATEMENTS

The undersigned formally declare that the information stated under Part II, III and IV above is accurate and correct and that it has been set out in full awareness of the consequences of serious misrepresentation.

The undersigned formally declare to be able, upon request and without delay, to provide the certificates and other forms of documentary evidence referred to.

The undersigned formally consent to Consulate General of Italy in Hong Kong to exercise due diligence with relevant local authorities to verify the above information and possession of requirements, gaining access to documents supporting the information, which has been provided in this European Single Procurement Document for the awarding of the technical support service post to the Official Responsible of the procedures for awarding the Design service and the execution of the extraordinary maintenance work in the premises of the Consulate General.

Date,place and authorised representative's signature	
(Please attach a copy of the personal ID card)	
(name in block letter)	