

DECLARATION FOR THE PURPOSE OF PROCUREMENT OF GOODS AND SERVICES

If the value is below the threshold¹ in the public procurement directive²:

- Regional and local municipalities and other public sector entities: DKK 1,601,944 (in 2022/2023)
- State authorities: DKK 1,043,126 (in 2022/2023)

NB: This declaration must be supported by the required documentation i.e., the relevant tenders, the invitation to submit an offer etc. The declaration does not in itself constitute sufficient documentation that a sufficient market search has been carried out. The declaration is only valid if supported by the required documentation and completed and signed before the purchase agreement is concluded.

It is important that you **fill in the fields next to all four arrows below**. If you fail to fill in one of the fields, you risk not being able to document that you comply with the rules and trade on market conditions.

(*Private companies and businesses* which are not subject to the Danish Act on Public Procurement may use the declaration to ensure the correct underlying documentation that economy has been observed. These private entities do not have to assess whether certain cross-border interest exists.)

→ **SHORT DESCRIPTION OF THE CONTEMPLATED PROCUREMENT:**

→ **WE ASSESS THAT THE SERVICE DOES NOT HAVE ANY CROSS-BORDER INTEREST³:**

If you assess that the service has a certain cross-border interest, you must advertise on udbud.dk.

(Private companies and businesses which are not subject to the Danish Act on Public Procurement do not have to assess whether a certain cross-border interest exists.)

¹ See § 11 and § 193 in the Danish Act on Public Procurement with comments. The current thresholds at any given time are published at kfst.dk.

² Directive 2014/24/EU of the European Parliament and of the Council of 26 February 2014 on public procurement and repealing Directive 2004/18/EC,

³ See § 11 and § 193 in the Danish Act on Public Procurement. Certain cross-border interest exists when the contracting authority assesses that a company or business in another member state could be interested in tendering for the contract.

→ CHOICE OF METHOD TO ENSURE THAT THE PROCUREMENT WAS MADE ON MARKET CONDITIONS:

Tick the chosen method and state your reasons:

1. We can document market knowledge and based on this we have invited one tender:
Describe and document the market analysis and account for the choice of supplier:

2. We have invited two or three tenders:

By choosing this method it is not sufficient, that you have only received/invited one tender. If it is not possible to invite more tenders, you should screen the market differently e.g., by advertising the contract on your own website.

Enclose all received tenders and account for the choice of supplier:

3. We have advertised using udbud.dk or our own website:

If you do not receive any tenders after having advertised the contract on your own website, you should use method 1 or 2 to support your choice of supplier. If you have advertised on your own website or udbud.dk, it will be sufficient that you have received one tender.

Enclose screendumps of the advertisement and all tenders received and account for the choice of supplier:

→ **DECLARATION AND SIGNATURE**

We hereby declare that the information stated above is true, that the principles of equal treatment and transparency have been observed, that we can demonstrate having performed a screening of the market before the purchase and that we do not have common interests with the supplier.⁴

Name of the project:

Purchasing parties (name and CVR number):

Signature, responsible for the purchase:

Date (ddmmyy):

Danish Business Authority, May 2023

⁴ That parties have common interests means that two or more parties because of the interrelationship between them share the same interest in relation to choosing a supplier, assessment of price, terms etc. See section 12 of the Guidance on Eligible Costs (in Danish: "Vejledning om støtteberettigelse").