

DECLARATION FOR THE PURPOSE OF PROCUREMENT OF GOODS AND SERVICES

If the value is below the thresholdⁱ in the public procurement directiveⁱⁱ:

- Regional and local municipalities and other public sector entities: DKK 1,644,638 (2025)
- State authorities: DKK 1,064,177 (2025)

If the procurement is covered by the rules of the Danish Public Procurement Act (in Danish: Tilbudsloven)

- The rules of Act must be complied with if the procurement includes a construction contract that is covered by the scope of the Act.
- Please note that the Act also applies to private companies that receive public funding.

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 documentation for implementation of a sufficient market research. It is also a condition that the market research has been carried out before the purchase/signing of an agreement with the selected supplier.

It is important that **you fill in the fields 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 act on market conditions which might result in a financial correction.

(Public and private companies that make purchases which are not subject to Danish Public Procurement Act or Danish Act on Public Procurement use the declaration to ensure the correct underlying documentation that thrift has been observed. Private companies 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 INTERESTⁱⁱⁱ**

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.)

→ **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 research and account for the choice of supplier:

- ☐ 2. We have invited two or three tenders:

By choosing this method it is not sufficient if 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 screen dumps 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.^{iv}

Name of the project:

Purchasing parties (name and CVR number):

Signature, responsible for the purchase:

Date (ddmmyy):

Danish Business Authority, August 2025

ⁱ 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.

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

ⁱⁱⁱ 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.

^{iv} 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 13 of the Guidance on Eligible Costs (in Danish: "Vejledning om støtteberettigelse").