**TENDER**

This document shall be used to submit a Tender concerning scheduled air services on the Joensuu-Helsinki route.

In reference to your Invitation to Tender for purchased services, we hereby submit the following Tender.

**1. Tenderer**

 Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Phone\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Email\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Person responsible for execution of service\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Contact person\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Bank details\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Enclosed is a copy of the (Tenderer’s or potential Subcontractor’s) air operator certificate and operating licence.

**2. Object and content of Tender**

We have studied the tender documents and undertake to operate scheduled air services on the Joensuu-Helsinki route in accordance with the terms and conditions set out in the tender documents. We hereby accept the requirements specified in the decision of the Finnish Transport Agency of 26th of October 2023 concerning the public service obligation and the terms of the Purchased Service Agreement and also the terms and conditions listed in the invitation to tender documents.

**3. Subcontractor**

 We intend to use the following Subcontractor for operating the service:

 Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Phone\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Email\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Person responsible for the services\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The following portions (both a percentage and the time periods operated as subcontracting) of the operations are to be operated by the Subcontractor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Enclosed are copies of the Subcontractor’s air operator certificate and operating license.

**4.  Aircrafts used in the operations and maintenance services**

We will assign the following aircraft type(s) to the service (also substitute aircrafts):

   \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

   \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

A more detailed report on the aircrafts and maintenance services to be used is attached as an Appendix. The aircraft shall have no fewer than 50 seats for passengers.

**5. Price of fuel**

The price of fuel is quoted in our Tender. An amendment mechanism in case of significant changes in fuel prices is defined in the Purchased Services Agreement. Our fuel supplier will be \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. The current price of fuel at the time of submitting this Tender is EUR \_\_\_\_\_\_\_\_\_\_ per \_\_\_\_\_\_\_\_\_\_ (unit for fuel price).

**6. Appendices**

The following Appendices 1 -10 accompany the Tender

1) Operations timetable (we hereby confirm that we will execute the operations as specified in Appendix 2).

2) Budget estimate on the providing of the air services inclusive of revenue and cost itemisation for the period 29.4.2024-28.3.2026 (23 months) [The budget estimate shall be drafted by using the net cost calculation and the background information table appended to the tender documents (appended to the Invitation to Tender)].

3) Ticket prices and related conditions (Full set of rules), information concerning the reservations and ticketing system and copies of the interline agreement and other cooperation agreements with other airlines.

4) Following information is needed for all aircrafts intended to be used (also for substitute aircrafts):  
- Extract from Operations Manual OM-B that confirms the PBN navigation capability also for those airports where only PBN procedures exists (GNSS required);  
- Extract from Operations Manual OM-A 8.3 Flight Procedures concerning PBN operations (AMC3 ORO.MLR.100).

5) Copies of the air operator certificate and operating licence of the company and the Subcontractor (if any).

6) Articles of Association and financial statements for the past three financial years for the company and the Subcontractor (if any).

7) A statement from the tax authorities on outstanding taxes of the company and of the Subcontractor.

8) A statement from the relevant insurance company indicating that employee accident insurance premiums and pension contributions for the company and for the Subcontractor are fully paid up.

9) A report of the continuous two-year experience in scheduled air services for passengers in the EU during 2017-2022 pursuant to the terms of tendering.

10) A signed document named Appendix - Supplier affirmation concerning sanctions and supplement to contract terms and conditions.

7. Email address for notice on the procurement decision and additional information

 We use the following email address for receiving notice of procurement decisions and to keep in contact with the Finnish Transport and Communications Agency in matters related to our Tender:

    \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Additional information

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**6.  Confidentiality**

Pursuant to the Act on the Openness of Government Activities (621/1999), Tenders submitted to Traficom in response to this Invitation to Tender are by default public documents. The documents are by default public from the signing of the agreement onwards. Pursuant to Section 11 of the Act on the Openness of Government Activities, the documents may be public to the parties before the signing of the agreement.

 If the Tenderer considers that the Tender contains business or trade secrets, the Tenderer shall clearly mark such information in the Tender. The Tender as a whole cannot be deemed confidential. The total price used as a criterion for selection in the tendering procedure cannot be deemed confidential either.

**7. Dates and signatures**