# *B. DRAFT CONTRACT AND SPECIAL CONDITIONS, INCLUDING ANNEXES*

# DRAFT CONTRACT

SUPPLY CONTRACT FOR EUROPEAN

UNION EXTERNAL ACTIONS

No HUSRB/23R/21/046-4/IT equipment and software

**financed from the general budget of the Union**

**University of Novi Sad**

**Faculty of Technology**

**Bulevar cara Lazara 1**

**21000 Novi Sad**

**Official registration number: 08055203**

**VAT number:** **100721916**

(‘The contracting authority’),

of the one part,

and

<Full official name of contractor>

[<Legal status/title>][[1]](#footnote-1)

[<Official registration number>][[2]](#footnote-2)

<Full official address>

[<VAT number>][[3]](#footnote-3),

(‘the contractor’)

of the other part,

have agreed as follows:

**PROJECT Feeding the Future: Empowering Food Science Professionals through Lifelong Learning for Bridging Borders** and ref. no. **HUSRB/23R/21/046**

**CONTRACT TITLE Supply of IT equipment and software for the project FeedingFuture**

**Identification number HUSRB/23R/21/046-4/IT equipment and software**

**Article 1 Subject**

* 1. The subject of the contract shall be:

the supply and delivery of the following supplies:

|  |  |  |
| --- | --- | --- |
| **Item no.** | **Product description incl. brand** | **Quantity** |
| 1 | Laptop | 13 pcs |
| 2 | PC with monitor, mouse and keyboard | 2 pcs |
| 3 | WiFi device | 2 pcs |
| 4 | Monitor | 1 pc |
| 5 | Software for education and trainings | 1 package |

The place of acceptance of the supplies shall be **Novi Sad**, the time limits for delivery shall be **2 months** and the Incoterm applicable shall be DDP[[4]](#footnote-4) including VAT. The implementation period of tasks shall run from **December 11th 2024** to **February 11th 2025**.

1.2 The contractor shall comply strictly with the terms of the special conditions and the technical annex.

1.3 N/A

**Article 2 Origin**

The rules of origin of the goods are defined in Article 10 of the special conditions.

When required, a certificate of origin for the goods must be provided by the contractor at the latest when it requests provisional acceptance of the goods. Failure to comply with this condition may result in the termination of the contract and/or suspension of payment.

**Article 3 Price**

3.1 The price of the supplies shall be that shown on the financial offer (specimen in Annex IV). The total maximum contract price shall be **<insert price>** **RSD**

3.2 Payments shall be made in accordance with the general and/or special conditions (Articles 26 to 28).

**Article 4 Order of precedence of contract documents**

The contract is made up of the following documents, in order of precedence:

* the contract agreement;
* the special conditions
* the general conditions (Annex I);
* the technical specifications (Annex II [including clarifications before the deadline for submission of tenders and minutes from the information meeting/site visit];
* the technical offer (Annex III [including clarifications from the tenderer provided during tender evaluation]);
* the budget breakdown (Annex IV);
* [specified forms and other relevant documents (Annex V)];

The various documents making up the contract shall be deemed to be mutually explanatory; in cases of ambiguity or divergence, they shall prevail in the order in which they appear above.

**Article 5 Other specific conditions applying to the contract**

Done in English in three originals, two originals being for the Contracting Authority and one original being for the contractor.

|  |  |  |  |
| --- | --- | --- | --- |
| **For the Contractor** | | **For the Contracting Authority** | |
| Name: |  | Name: | Prof. dr Zita Šereš |
| Title: |  | Title: | Acting Dean |
| Signature: |  | Signature: |  |
| Date: |  | Date: |  |

1. Where the contracting party is an individual. [↑](#footnote-ref-1)
2. Where applicable. For individuals, mention their ID card or passport or equivalent document – number. [↑](#footnote-ref-2)
3. Except where the contracting party is not VAT registered. [↑](#footnote-ref-3)
4. <DDP (Delivered Duty Paid)>/<DAP (Delivered At Place)> - Incoterms 2020 International Chamber of Commerce - <http://www.iccwbo.org/incoterms/> [↑](#footnote-ref-4)