**Appendix B 1 Offer cover letter**

***Notes on the form:***

*All fields marked in grey on this form must be completed. The declaration must be completed by entering the location and date.*

**Name and address of bidder/** **bidding consortium**

**Name**

**Address**

To:

Goethe-Institut Libanon

Beirut Digital District | BDD 1281

Bachoura, Beirut

**Subject: Award procedure – Security personnel for the premises of the Goethe-Institut Libanon**

Ladies and Gentlemen,

we hereby participate in the above-mentioned tender and submit a binding offer.

Our offer includes - taking into account your answers to bidder questions and your notes on the procedure - all documents and evidence to be submitted in accordance with the conditions of application. These result in our offer and its conditions.

We confirm that the information we have provided is true and correct.

We will treat the information we receive as part of the award process as confidential and will not pass it on to third parties.

We hereby bind ourselves to this offer **until 00.00.2024**.

With kind regards

Location, date