



The project is co-funded by the European Union, Instrument for Pre-Accession Assistance

**Annex 1)  
APPLICATION FORM**

PROVINCE OF RAVENNA  
The Public Relations Office  
Piazza Caduti per la Libertà, 2  
48121 - RAVENNA

Subject: PUBLIC TENDER FOR A PRELIMINARY RECONNAISSANCE BY DECLARATIONS OF INTEREST FOR THE ACTIVATION OF AIR LINKS WITH CHARTER FLIGHTS OR AEROTAXI FOR PASSENGERS AND GOODS FOR THE PERIOD 2014-2015, BETWEEN ONE OR MORE AIRPORTS ON THE ITALIAN ADRIATIC COAST AND ONE OR MORE AIRPORTS IN SLOVENIA, CROATIA, BOSNIA AND HERZEGOVINA, MONTENEGRO, ALBANIA AND GREECE, THE START-UP OF WHICH COULD BE SUPPORTED BY INSTITUTIONAL ACTIONS OF INFORMATION PROMOTION AND DISSEMINATION CONSISTENT WITH THE OBJECTIVES OF THE PROJECT ADRIAIR WITHIN THE FRAMEWORK OF THE CROSS-BORDER COOPERATION PROGRAM IPA-ADRIATICO 2007-2013.CUP J69E1200137007

The undersigned First name \_\_\_\_\_ Surname \_\_\_\_\_, born in \_\_\_\_\_ on \_\_\_\_\_ Tax Code \_\_\_\_\_, residing at \_\_\_\_\_ State \_\_\_\_\_ Street \_\_\_\_\_ n. \_\_\_\_\_ as the legal representative of the Company/firm indicated below,

**REQUESTS**

That the Company \_\_\_\_\_

*(Please tick the appropriate item)*

as a single undertaking;

as PARENT COMPANY / MANDATING COMPANY (*delete the entry that does not apply*) of the constituting *Grouping of businesses or Consortium pursuant to art. 2602 of the Italian Civil Code* with the following competitors:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_,

be permitted to participate in the public tender for preliminary reconnaissance for the declaration of interest in object.

Therefore, under its own responsibility, the Company acknowledges that, pursuant to art. 76 of the Decree of the President of the Italian Republic number 445 of December 28, 2000, fraudulent statements, falsifying documents and the use of false documents, in the cases provided for in the law, will be punished under the criminal code and current applicable laws, pursuant to articles 46 and 47 of the said legislation

### DECLARES

that:

- the name of the company is exactly \_\_\_\_\_;

- the Company's registered office is in (city) \_\_\_\_\_;

Province post code \_\_\_\_\_ Via/Piazza \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ e-mail: \_\_\_\_\_

- The Company has its administrative/operations offices in (city) \_\_\_\_\_

Prov. post code \_\_\_\_\_ Via/Piazza \_\_\_\_\_ N. \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

- that the Firm/Company is registered with the Chamber of Commerce, Industry, Agriculture and Crafts of \_\_\_\_\_ or of a similar register abroad, for the following activity, falling within that specified in this public notice to be performed with the following data:

Name of Company \_\_\_\_\_;

headquarters \_\_\_\_\_ State \_\_\_\_\_;

via \_\_\_\_\_;

Tax code n. \_\_\_\_\_;

VAT number n. \_\_\_\_\_;

Activity code (VAT) \_\_\_\_\_;

Registration number \_\_\_\_\_;

Date of registration \_\_\_\_\_;

Duration of the Company / end date \_\_\_\_\_;

Legal form ( *individual firm, company, consortium...* ) \_\_\_\_\_;

- **the position of legal representative** is held by:

First name \_\_\_\_\_ surname \_\_\_\_\_ place  
 \_\_\_\_\_ born on \_\_\_\_\_ residence  
 \_\_\_\_\_ which \_\_\_\_\_ (please indicate any other  
 persons designated to represent the company as they are filed at the same C. C. I.A. A. or by power of  
 attorney not yet filed) (for the S.N.C. [società in nome collettivo / Limited Partnership] indicate ALL the  
 members):

first name \_\_\_\_\_ surname \_\_\_\_\_ place  
 \_\_\_\_\_ date of birth \_\_\_\_\_ residence  
 \_\_\_\_\_ as \_\_\_\_\_

first name \_\_\_\_\_ surname \_\_\_\_\_ place  
 \_\_\_\_\_ date of birth \_\_\_\_\_ residence  
 \_\_\_\_\_ as \_\_\_\_\_

first name \_\_\_\_\_ surname \_\_\_\_\_ place  
 \_\_\_\_\_ date of birth \_\_\_\_\_ residence  
 \_\_\_\_\_ as \_\_\_\_\_

- the position of technical director, if it is required, is held by:

first name \_\_\_\_\_ surname \_\_\_\_\_ place  
 \_\_\_\_\_ date of birth \_\_\_\_\_ residence  
 \_\_\_\_\_ as \_\_\_\_\_

first name \_\_\_\_\_ surname \_\_\_\_\_ place  
 \_\_\_\_\_ date of birth \_\_\_\_\_ residence  
 \_\_\_\_\_ as \_\_\_\_\_

first name \_\_\_\_\_ surname \_\_\_\_\_ place  
 \_\_\_\_\_ date of birth \_\_\_\_\_ residence  
 \_\_\_\_\_ as \_\_\_\_\_

### AND DECLARES

- that the company is not subject to disqualification sanctions to contract with the Public Administration within the meaning of Legislative Decree n. 231/2001;

- That the company is exempt from all the causes of exclusion referred to in article 38, paragraph 1, of Legislative Decree n. 163/2006 as amended <sup>1</sup> (the declaration referred to under b) and c) of the

<sup>1</sup> "Art. 38. General Requirements.

(ART. 45, [Directive 2004/18](#) ; article 75, [Decree of the President of the Italian Republic n. 554/1999](#) ; article 17, [Decree of the President of the Italian Republic n. 34/2000](#) )

1. The following subjects are excluded from participation in tender procedures for concessions and contracts of works, supplies and services, nor can they be selected for subcontracting, nor may they undersign contracts:

a) subjects who are in a state of bankruptcy, compulsory liquidation, composition, or those who are currently subject to a procedure for the declaration of any of those situations;

b) subjects against which a proceeding is pending for the application of one of the prevention measures referred to in article 3 of [Law n. 1423 of December 27, 1956](#), or one of the impeding causes provided for in article 10 of [Law n. 575 of May 31, 1965](#); exclusion and prohibition apply if the process pending concerns the owner or the technical director, in the case of a sole proprietorship; the

mentioned article 38, paragraph 1, must always be provided by technical directors, as appropriate, and by the members in the case of general partnerships, and by the general partners in the case of Limited Partnerships. This declaration, free from stamp duty, must be made in writing in plain paper separately by each subject taken and by the same undersigned in original, provided with a photocopy of a valid identity document and must be attached to the application form together with the required declarations pursuant to law);

- relative to the causes of exclusion of referred to in article 38, paragraph 1 c), of Legislative Decree n. 163/2006 as subsequently amended, subjects who have ceased from office in the three years prior to the date of dispatch of the invitation letter, include the following:

first name \_\_\_\_\_ surname \_\_\_\_\_ place \_\_\_\_\_  
 \_\_\_\_\_ date of birth \_\_\_\_\_

first name \_\_\_\_\_ surname \_\_\_\_\_ place \_\_\_\_\_  
 \_\_\_\_\_ date of birth \_\_\_\_\_

first name \_\_\_\_\_ surname \_\_\_\_\_ place \_\_\_\_\_  
 \_\_\_\_\_ date of birth \_\_\_\_\_

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partner or the technical director in the case of a partnership, the general partners or the technical director in the case of a limited partnership, the directors with powers of representation or the technical director, for other types of companies;

c) in respect of which a judgment which has the force of res judicata was pronounced, or a penal sentence which has become irrevocable or a sentence for which the punishment is to be applied on request was issued, pursuant to article 444 of the Italian Code of Criminal Procedure, for serious offences against the State or the Community concerning professional conduct; and in any case convictions by a judgment which has the force of res judicata for one or more of the offences of fraud, corruption, involvement in a criminal organisation, money laundering or similar criminal infringements as defined by Community acts referred to in article 45, paragraph 1, EC directive 2004/18 are causes for exclusion; the exclusion and the prohibition apply if the judgment or decree was issued against: the owner or technical director in the case of a sole proprietorship; the partner or the technical director, in the case of a partnership; the general partners or the technical director in the case of limited partnerships, the directors with powers of representation or the technical director, for other types of companies or consortiums. In any case the exclusion and the prohibition also apply in respect of subjects dismissed from office in the three-year period prior to the date of publication of the tender notice, where the company does not provide proof of having adopted acts or measures of complete dissociation in respect of the criminal conduct; in any case, article 178 of the Italian Criminal Code and article 445, paragraph 2, of the Italian Code of Criminal Procedure nevertheless apply;

d) subjects who have infringed the ban on fiduciary entrustment pursuant to article 17 of [Law n. 55 of March 19, 1990](#);

e) subjects who have committed serious and duly ascertained offences against regulations on safety and every other obligation ensuing from labour relations, resulting from data in the possession of the Observatory;

f) subjects who, according reasoned assessment of the contracting authority, have committed acts of gross negligence or bad faith in the performance of services entrusted by the contracting authority calling the tender; or subjects who have committed acts of serious professional misconduct in the exercise of their professional activity, proven by any means by the contracting authority;

g) subjects who have committed serious violations, as finally established, with respect to the obligations relating to the payment of taxes and charges, according to Italian legislation or to the legislation of the State in which they are established;

h) subjects who, in the year prior to the date of publication of the call for tenders, made false statements concerning the requirements and conditions relevant to the participation in the tendering procedures, resulting from data in the possession of the Observatory;

i) subjects who have committed serious violations, as finally established, to the rules on social security contributions, according to Italian legislation or to the legislation of the State in which they are established;

l) subjects who do not have the certificate referred to in Article 17 of [Law n. 68 of March 12, 1999](#), without prejudice to the provisions of paragraph 2;

m) subjects in respect of whom a disqualifying penalty referred to in article 9, paragraph 2, letter c), of Legislative Decree n. 231 of June 8, 2001 or other penalty that implies a ban on contracting with the Public Administration, including **prohibitive measures referred to in article 36 bis, paragraph 1 of Legislative Decree n. 223 of July 4, 2006 as converted, with amendments, into Law n. 248 of August 4, 2006**; - (as per integration pursuant to article 3 of Legislative Decree n. 113/2007) apply

**mbis) subjects against whom a suspension or revocation of an SOA [compliance company] certificate has been applied by the Authority for having produced false documentation or for perjury, resulting from the Computerised Register**; (as per integration pursuant to article 3 of Legislative Decree n. 113/2007)

**m-ter)** subjects referred to under b) who, even in the absence of proceedings for the application of preventive measures or impeding causes therein provided for against them, although they were victims of crimes pursuant to and punished by articles 317 and 629 of the Italian Criminal Code aggravated within the meaning of article [7 of Decree Law n. 152 of May 13, 1991](#), converted with amendments into [Law n. 203 of July 12, 1991](#), have not reported the facts to the judicial authorities, except under special circumstances provided for by article [4, first paragraph](#), of [Law n. 689 of November 24, 1981](#). The circumstances referred to in the first period must emerge from the evidence underlying the filing of a motion against the accused in the three years prior to publication of the tender notice and which must be communicated, together with the personal details of the subject who failed to report the aforementioned facts, by the proceeding public prosecutor of the Republic to the Authority referred to in Article 6, which takes care of the publication of a tender notice on the Observatory website<sup>(75)</sup>;

**m-quater)** subjects who are, in a situation of control with respect to another participant in the same tender assignment procedure, referred to in article 2359 of the Italian Civil Code or who are engaged in any form of relationship, in fact as well, if the control situation or the relationship implies that the bids are attributable to a single decision centre"

first name \_\_\_\_\_ surname \_\_\_\_\_ place \_\_\_\_\_  
 \_\_\_\_\_ date of birth \_\_\_\_\_

- that they meet all the obligations toward their employees, in accordance with the applicable laws relating to employment and social insurance, accepting liability for all ensuing charges and related responsibilities derived from current collective labour agreements and that they comply with the rules governing the right to work for the disabled (Law n. 68/99, article 17);
- that the proposal remains for at least 180 days from the date of the submission of the application/proposal;
- that the proposal takes into account all the obligations relating to the provisions in force in Italy relating to working conditions, social security, assistance, safety and protection of workers;
- that the company is not in a state of bankruptcy, liquidation, the cessation of activity or pre-bankruptcy, or any other equivalent situation according to the legislation of the Country where they are established and that the same is not subject to any process for the declaration of one of the above situations;
- that the company complies with the obligations relating to the payment of workers' social security contributions;
- that the company complies with the obligations relating to the payment of taxes and duties;
- that the company has not committed serious misconduct in the exercise of corporate activities;
- that the company has not been found guilty of serious negligence, misconduct or bad faith in the execution of the services above, and in particular in respect of the Province of Ravenna and that no dispute, proceedings or litigation, is in progress with the Province of Ravenna.
- that there are no impeding causes in maintaining relations with the Public Administration against the legal representative or those who have powers of representation of the firm/company. In the event that several subjects are vested with powers of representation, the declaration must be signed by all of them;
- that no convictions with judgment that has the force of res judicata for crimes that seriously affect professional conduct for crimes of a financial nature have been reported;
- That there are no proceedings and no ruling has been issued by a court for the application of preventive measures referred to in article 3 of Law n. 1423 of December 27, 1956 as subsequently amended, against subjects with power of representation, at the time of participation in the tender;
- that this public notice, has been read and understood, and that they have taken note of the Adriair Project, and they accept the provisions and conditions contained and prescribed herein.

Place, \_\_\_\_\_ date \_\_\_\_\_

THE LEGAL REPRESENTATIVE

\_\_\_\_\_

The Undersigned, \_\_\_\_\_ legal representative of the company \_\_\_\_\_

**DECLARES**

- that they elect, for communications relating to the present declaration of interest, domicile at \_\_\_\_\_

(Please indicate the address where the administration will send communications)

- that they authorize and indicate, for the present declaration of interest, the following method of receiving the communications:

Fax \_\_\_\_\_ certified e-mail (PEC) \_\_\_\_\_

(Select and specify only 1 or both methods. If two methods have been specified, the Administration reserves the right to use the method considered more appropriate as the case may be)

THE LEGAL REPRESENTATIVE

\_\_\_\_\_

**PLEASE NOTE:**

**Place, date and signature legible of full name accompanied by a photocopy of a currently valid personal identity document.**

**All parts of the form must be completed or be struck out.**

## Annex "A1"

**FORM TO BE COMPLETED ONLY IN THE CASE OF PARTICIPATION OF CONSORTIUM and ATI TOGETHER WITH THE FORM A1)**

In addition to the form "I" that will be compiled by the legal representative of the consortium (in the case of consortia) or by the legal representative of the mandatory company (in the case of ATI) , in addition, the present *form "A1"* shall also be completed by each of the partners participating in the consortium and by each of the mandating companies participating for the ATI.

**Subject: PUBLIC TENDER FOR A PRELIMINARY RECONNAISSANCE BY DECLARATIONS OF INTEREST FOR THE ACTIVATION OF AIR LINKS WITH CHARTER FLIGHTS OR AEROTAXI FOR PASSENGERS AND GOODS FOR THE PERIOD 2014-2015, BETWEEN ONE OR MORE AIRPORTS ON THE ITALIAN ADRIATIC COAST AND ONE OR MORE AIRPORTS IN SLOVENIA, CROATIA, BOSNIA AND HERZEGOVINA, MONTENEGRO, ALBANIA AND GREECE, THE START-UP OF WHICH COULD BE SUPPORTED BY INSTITUTIONAL ACTIONS OF INFORMATION PROMOTION AND DISSEMINATION CONSISTENT WITH THE OBJECTIVES OF THE PROJECT ADRIAIR WITHIN THE FRAMEWORK OF THE CROSS-BORDER COOPERATION PROGRAM IPA-ADRIATICO 2007-2013.CUP J69E1200137007**

In relation to the application form for the public tender notice specified in the subject, the company \_\_\_\_\_ is participating as:

- mandating company of ATI having as parent undertaking \_\_\_\_\_ participating in this tender.
- member of the consortium \_\_\_\_\_ participating in this tender.
- contracting company member of the consortium \_\_\_\_\_ participating in this tender.

*(Please indicate the exact name and the services and supplies that are intended to be respectively assigned) (if the member company indicated is in turn a consortium please also indicate the contractors of the latter):*

- The contractor is thus exactly called: \_\_\_\_\_

- it is entered in the register of companies of the competent Chamber of Commerce, Industry, Trade and Agriculture of \_\_\_\_\_ or similar register abroad, for the following activities falling within that specified in this public tender notice to be performed with the following data:

Name of the company \_\_\_\_\_

headquarters \_\_\_\_\_ post code \_\_\_\_\_ State \_\_\_\_\_

\_\_\_\_\_ Street \_\_\_\_\_, tax code n. \_\_\_\_\_

\_\_\_\_\_ Legal form (*sole proprietor company ... , consortium...*) \_\_\_\_\_;

- the position of legal representative is held by: *(Please indicate any other persons designated to represent the company as filed at the same C.C.I.A.A. or by power of attorney not yet filed) (for the S.N.C. [società in nome collettivo / Limited Partnership] indicate ALL the members):*

Name \_\_\_\_\_ surname \_\_\_\_\_ place  
 \_\_\_\_\_ date of birth \_\_\_\_\_ tax code  
 \_\_\_\_\_ residence \_\_\_\_\_ as \_\_\_\_\_

Name \_\_\_\_\_ surname \_\_\_\_\_ place  
 \_\_\_\_\_ date of birth \_\_\_\_\_ tax code  
 \_\_\_\_\_ residence \_\_\_\_\_ as \_\_\_\_\_

Name \_\_\_\_\_ surname \_\_\_\_\_ place  
 \_\_\_\_\_ date of birth \_\_\_\_\_ tax code  
 \_\_\_\_\_ residence \_\_\_\_\_ as \_\_\_\_\_

- the position of technical director is held by:

Name \_\_\_\_\_ surname \_\_\_\_\_ place  
 \_\_\_\_\_ date of birth \_\_\_\_\_ tax code  
 \_\_\_\_\_ residence \_\_\_\_\_

Name \_\_\_\_\_ surname \_\_\_\_\_ place  
 \_\_\_\_\_ date of birth \_\_\_\_\_ tax code  
 \_\_\_\_\_ residence \_\_\_\_\_

- that the companies listed above as contractors, are exempt from causes of exclusion pursuant to article 38 of Legislative Decree n. 163/2006 as subsequently amended; that they are not subject to disqualification sanctions to contract with the Public Administration and have not availed themselves of individual disclosure plans *or* which, although they have availed themselves of disclosure plans, the period of disclosure has expired ( *cross the item that does NOT apply*).

Place, \_\_\_\_\_ date \_\_\_\_\_

THE LEGAL REPRESENTATIVE

\_\_\_\_\_

**Signature of full name accompanied by a currently valid document of identity of the person signing**



**ANNEX "2"**  
**Declaration of technical professional skills**

For the Province of Ravenna  
Piazza Caduti per la Libertà, 2  
48121 RAVENNA

**SUBJECT: PUBLIC NOTICE FOR A PRELIMINARY RECONNAISSANCE BY EXPRESSIONS OF INTEREST FOR THE ACTIVATION OF AIR LINKS WITH CHARTER FLIGHTS OR AEROTAXI FOR PASSENGERS AND GOODS FOR THE PERIOD 2014-2015, BETWEEN ONE OR MORE AIRPORTS ON THE ITALIAN ADRIATIC COAST AND ONE OR MORE AIRPORTS IN SLOVENIA, CROATIA, BOSNIA AND HERZEGOVINA, MONTENEGRO, ALBANIA AND GREECE, WHOSE START UP COULD BE SUPPORTED BY INSTITUTIONAL ACTIONS OF INFORMATION PROMOTION AND DISSEMINATION CONSISTENT WITH THE OBJECTIVES OF THE PROJECT ADRIAIR WITHIN THE FRAMEWORK OF THE CROSS-BORDER COOPERATION PROGRAM IPA-ADRIATIC 2007-2013.CUP J69E1200137007.**

*IN THE EVENT OF TEMPORARY GROUPING OF COMPANIES: the requirements must be met by each company and therefore must be expressly declared by each of these and therefore this form must be filled in by each company).*

The undersigned First name \_\_\_\_\_ Surname \_\_\_\_\_, born in \_\_\_\_\_, on \_\_\_\_\_, residing at \_\_\_\_\_, State \_\_\_\_\_, Via [street] \_\_\_\_\_, as the legal representative of the Company/Firm, \_\_\_\_\_, Phone \_\_\_\_\_, Fax \_\_\_\_\_, e-mail \_\_\_\_\_

*(Please tick the appropriate item)*

as a single undertaking;

as PARENT COMPANY / MANDATING COMPANY *(delete the entry that does not apply)* of a *Grouping of businesses or Consortium* to be established pursuant to art. 2602 of the Italian Civil Code with the following competitors:

\_\_\_\_\_

\_\_\_\_\_

under its own responsibility, aware that, pursuant to article 76 of the Decree of the President of the Italian Republic n. 445 of December 28, 2000, fraudulent statements, falsifying documents and the use of false documents, in the cases provided for by law shall be punished under the Italian Criminal Code and applicable laws, pursuant to articles 46 And 47 of the said legislation, demonstrating the possession of technical and professional skill requirements, for the skills required for admission to the application in the subject

**DECLARES**

- that the Firm/Company is in possession of the **technical and professional skills** necessary (pursuant to article 42 of Legislative Decree n. 163/2006 as amended (and supplemented)), specified as follows:

The experience gained over the last **five years** in maritime transport services, with indication of the lines and the frequencies of operation: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

- that the Company/Firm (please state the situation corresponding to the actual facts) is the owner/lessee (*delete the entry that does not apply*) to:

- aero taxi
- other appropriate for the smooth running of the service which is the subject of this tender notice;

or

- that the Company/Firm undertakes to acquire, even by leasing the availability of carriers, indicating the legal title of availability and the types of carriers which are to be used on the route. This title may consist of the property right or a time-charter hire or leasing contract. In these cases, where the competitor is deemed suitable, they will have to subsequently provide, for the purposes of signing the Convention, an authenticated private deed certifying the actual availability, to be agreed between the parties involved, of the declared carriers, and the guarantee that the carriers shall remain available to the qualifying participant for the entire duration of the convention subject of this tender notice;

- that the Company/Firm already has/is capable of arranging (*delete the entry that does not apply*) within the prescribed period for the commencement of the provision of the service which is the subject of the tender notice of headquarters in Italy or in the EU, as well as staff, facilities and equipment appropriate to the regular execution of the service that is the subject of this tender notice;

- that the Company/Firm is entered in the register of companies in Italy or in a similar register abroad \_\_\_\_\_;

- that the Company/Firm is/may (*delete the hypothesis that does not affect*) quickly become a company certified as suitable for carrying out the activity referred to in this tender notice by the competent authorities or by organizations recognized by those authorities;

- that the units used comply with the international conventions and the community directives which regulate the activity in question and which are certified by special body according to these conventions and directives and that their crews are in possession of the required international certifications;

AND DECLARES

- that the business requirements providing evidence of similar experiences to that proposed are: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_;

- that they undertake to subsequently provide, for the purposes of signing the Convention, an appropriate insurance policy, issued by insurance companies authorized to exercise bond insurance activities, to cover liability towards third parties with an appropriate ceiling.

The undersigned also declares, under its own responsibility:

- that they are aware that the Provincial Administration will subsequently verify the possession of the requirements, also relating to professional competence pursuant to article 39 of Legislative Decree n. 163/2006 as subsequently amended.

Place, \_\_\_\_\_ date \_\_\_\_\_

THE LEGAL REPRESENTATIVE

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