Attachment 1

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Date, city

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# Name, address and NIP Tenderer

# OFFER

In RESPONSIBILITY TO REQUEST OF PROPOSAL 3Clicks Sp. z o. o. of 26th September 2019 with the signature 3C/1.2/SYSTEM we present an offer for:

**License for software and consulting in the scope of preparing the enterprise for the implementation of the purchased software, systems and ICT tools.**

**We offer software license and implementation service according to the following guidelines:**

|  |
| --- |
| Software should improve the business processes in sales, marketing and after-sales support. In addition, the implemented system should improve the flow of information between accounting, external programmers making changes and improvements to the application, the customer and the management board of the company in a way that enables easy prioritization and management of the team and tasks.Therefore, the system must meet the following expectations of the Contracting Entity:1. Have a module allowing to archive all important company documents in one place, such as contracts, orders, cost estimates, etc. Additionally, the system should enable the creation and using of ready-made document templates. What is more, the functionality of the system should enable linking documents with specific projects and customers and search in the database according to particular criteria. 2. Enable the creation of a database of contacts with the possibility of grouping by key parameters, i.e. to distinguish customers (with specification of individual branches), suppliers, employees and classify them according to other characteristics assigned to the contacts (e.g. contract of work, contract of mandate, employment contract).3. Allow to control in one place all documents related to a specific project, such as: contract, cost estimate, order, sales invoice, cost invoice, etc. In addition, the system should easily enable control of the employee's working time on a given project and present the current profitability of the project.4. The system should enable the export of data to Microsoft Excel in a form that allows for current control, and in particular control of the profitability of individual projects.5. Enable planning and supervising of current works and reporting of time worked for specific tasks.6. Allow quick issuance of sales invoices according to a ready-made template and cost estimate for a given project.7. Give and limit access to system users to particular functionalities and documents entered into the system.8. Enable users to log in and work in the system from any device and place. |

The above field is not editable. Change of the content will result in rejection of the offer.

**Price offer:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of service** | **Quantity** | **Net price PLN** | **Gross price PLN** |
| Licence | 1 |  |  |
| Implementation | 1 |  |  |
|  |
| **Total price** |  |  |

The tenderer only fills in the fields marked in white, the fields marked in grey are not editable.

I declare that the total net price (please enter the summary of the total net price field from the table above) contains all charges provided by the Contractor.

I declare that there are no personal and/or capital connections between the tenderer (please enter the name of the company) and 3Clicks Sp. z o. o.

Capital or personal relationships are understood as mutual relations between the Contracting Entity and the Contractor, consisting in:

* participation in the partnership as a partner in a civil partnership or a partnership;
* holding shares or at least 10% of equities;
* performing the function of a member of the supervisory or management body, a commercial proxy, a proxy;
* remaining in such a legal or factual relationship that may give rise to justified doubts as to the impartiality of the Contractor's choice, in particular being married, in a relationship of kinship or affinity in a direct line, in a relationship of kinship or affinity in a collateral line up to the second degree or in a relationship of adoption, custody or guardianship.

I declare that the tenderer has \_\_\_\_ years (please enter the number) of experience in implementing IT systems, which is confirmed by the entry in CEIDG/entry to the National Court Register/another attached document (delete the unnecessary ones, if the third option is chosen, attach the relevant document to the offer).

I declare that the software offered to the Contracting Entity was successfully implemented in at least 10 companies. In confirmation, I attach minimum 10 references/list of 10 companies with contact details (delete the unnecessary ones, attach the selected documents).

I declare that the tenderer has the necessary knowledge, qualifications and experience to realize the subject of the contract, i.e.: he has his own implementation team and programming team.

This offer is valid until (please enter the date - the required expiry date of the offer is not shorter than 31st October 2019).

Signature, stamp and date