**FORMAT OF THE SERVICE CONTRACT**

**BETWEEN THE CONTRACTOR AND THE CONTRACTING AUTHORITY**

**CONTRACT TITLE:** title of the contract

**REF:** reference number

**Concluded between:**

<*Title>*

*<Address of the contracting authority*>

*<Official registration number/VAT number>*

(Contracting Authority)

AND

<*Title>*

*<Address of the contractor>*

*<Official registration number/VAT number[[1]](#footnote-1)>*

(Contractor)

**Article 1: Subject of the contract**

The subject of the contract is the <*service*> as indicated in the contractor’s offer – ‘’Tender Form”.

**Article 2: Contract value**

The total contract value for implementation of services indicated in the Article 1 is: <XXX EUR/NC, (net + VAT for Hungarian Beneficiaries / excluding VAT for Serbian Beneficiaries)>.

For Serbian partners:

The contract shall be exempt from all duties and taxes, including VAT.

For Hungarian Partners:

In accordance with IPA implementing regulation, for Hungarian partners VAT can be an eligible expenditure. The Contracting Authority will pay the unit prices, as stated in the Financial Offer, and will pay the VAT if the VAT is clearly identified on the invoices.

**Article 3: Contracting documents**

The documents which form the part of this contract are (by the order of precedence):

* Contract agreement
* Contractor’s offer as provided in the tendering phase – “Tender Form”
* Any other supporting documentation if applicable

**Article 4: Deliveries and payments**

The contractor will deliver without reservation the services indicated in the contractor’s offer ‘Tender Form’. The services will be implemented within the indicated dates.

The contracting authority will pay to the contractor for the services the amount indicated in the Article 2 of this contract document.

In case the contract is concluded in EUR, and payments are made in NC, applicable exchange rate must be InforEuro exchange rate for the month of the issuing of invoice or pre-invoice in case of VAT exemption.

The payments will be issued by the following time schedule.

|  |  |  |
| --- | --- | --- |
| **Day/Month** |  | **<EUR/NC>** |
| < Day/Month > | Interim payment (\*if applicable) | <XX % of the contract value / Absolute amount > |
| < Day / Month > | Balance final payment | < XX % of the contract value / Absolute amount > |
|  | **Total** | <Total contract value> |

\* The contractor will provide contracting authority with the brief report on execution of the services, which will represent the basis for issuing interim and balance final payment

Payments will be made to the following bank account:

Bank account holder name: […]

Bank account number: […]

Bank name: […]

SWIFT Code: […]

IBAN: […]

**Article 5: Duration of the contract**

Commencement date is <dd/mm/yyyy>

Deadline for implementation:<dd/mm/yyyy>

**Article 6: Resolving of disputes**

Any disputes arising out of or relating to this Contract which cannot be settled otherwise shall be referred to the exclusive jurisdiction of (\* - specify responsible court or arbiter body) in accordance with the national legislation of the state of the Contracting Authority.

|  |  |  |  |
| --- | --- | --- | --- |
| **For the Contractor** | | **For the Contracting Authority** | |
| Name: |  | Name: |  |
| Title: |  | Title: |  |
| Signature: |  | Signature: |  |
| Date: |  | Date: |  |

1. Where applicable. For individuals, mention their ID card or passport or equivalent document - number [↑](#footnote-ref-1)