|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| DATE OF RECEIPT : | |  | | | | ANNEX 1 TO THE REGULATIONS | | | | |
| **APPLICATION FOR A CONTRACT BELOW 130,000.00 PLN NET** | | | | | | | | | | |
| **PART A [[1]](#footnote-1)– APPLICANT AND SUBJECT OF THE ORDER** | | | | | | | | | | |
| NAME OF THE ORGANIZATIONAL UNIT OR PROJECT NAME: | | | | Click or tap here to enter text. | | | | | | |
| SERVICES | | | DELIVERIES | | | | | | | CONSTRUCTION WORKS |
| DESCRIPTION OF THE SUBJECT OF THE ORDER[[2]](#footnote-2) | | | | | | | | | | |
| Click or tap here to enter text. | | | | | | | | | | |
| JUSTIFICATION FOR THE ORDER: | | | Click or tap here to enter text. | | | | | | | |
| ESTIMATED NET ORDER VALUE: | | | Click or tap here to enter text. | | | | | | | |
| GROSS VALUE INTENDED FOR ORDER EXECUTION: | | | Click or tap here to enter text. | | | | | | | |
| SOURCE OF FUNDING [[3]](#footnote-3): | | | Click or tap here to enter text. | | | | | | | |
| NECESSITY TO SIGN AN AGREEMENT [[4]](#footnote-4): | | | YES NO | | | | | | | |
| TYPE OF CONTRACT / COMPLETION DATE: | | | ONE-TIME CONTRACT  SUCCESS AGREEMENT | | On time…Wybierz element. | | | | FROMKliknij lub naciśnij, aby wprowadzić datę.  DOWNKliknij lub naciśnij, aby wprowadzić datę. | |
| NAME AND SURNAME, PHONE OR E-MAIL OF THE PERSON FOR CONTACT WITH THE PUBLIC PROCUREMENT DEPARTMENT | | | | | | | | NAME AND SURNAME, DATE AND SIGNATURE OF THE HEAD OF THE GIVEN ORGANIZATIONAL UNIT OR PROJECT MANAGER: | | |
| Click or tap here to enter text. | | | | | | | |  | | |
| **PART B – APPLICATION NUMBER AND APPROVAL OF THE PROCEDURE – COMPLETED BY DZP** | | | | | | | | | | |
| APPLICATION NUMBER: |  | | | | | | DATE AND SIGNATURE OF THE DZP MANAGER | | | |
|  | | | |
| **PART C – APPROVAL OF APPLICATION** | | | | | | | | | | |
| NAME, SURNAME, DATE AND SIGNATURE OF THE CHIEF ACCOUNTANT | | | | | | | | NAME, SURNAME, DATE AND SIGNATURE OF THE PERSON AUTHORIZED TO APPROVE THE APPLICATION [[5]](#footnote-5): | | |
| *I SECURE FUNDS FOR THE ORDER EXECUTION* | | | | | | | |  | | |

1. To be completed by the applicant [↑](#footnote-ref-1)
2. If the description is more complex/comprehensive, it should be attached to the application. [↑](#footnote-ref-2)
3. E.g.: Overhead costs, IBW, national and EU grants, etc. [↑](#footnote-ref-3)
4. If you select "YES", please fill in the line below - Contract type/Deadline [↑](#footnote-ref-4)
5. Deputy Director of General Affairs [↑](#footnote-ref-5)