



EUROPEAN COMMISSION
DG Employment, Social Affairs and Inclusion

Ref. Ares(2011)514499 - 12/05/2011

Brussels,
EMPL.D.2

(date of notification)

Mr. Alain NANDRIN

MOSTRA SA
CHAUSSEE D ALSEMBERG 1001
1180 BRUXELLES
BELGIUM

Notification Letter

Ref. No: Order form No. VC/2011/0398

Accounting No: SI2.595029

(Please quote in all correspondence)

Title: Coverage of People experiencing poverty meeting on 13-14th May 2011

Dear Sir,

Please find enclosed the above-mentioned order form, signed by the Commission.

Please note that:

- all invoices should be clearly marked, in capital letters, **"INVOICE"** to facilitate identification and processing by our relevant services;
- the invoice should also state the VAT amount to be paid by the Commission. If a direct VAT exemption is applicable, this VAT amount should be 0;
- all invoices **must be sent to the following address:**

European Commission
DG Employment, Social Affairs and Inclusion
Archive Department – J-27 - 00/106 – Service Courier
B-1049 Brussels, Belgium

If there is a VAT-form 15.10 attached to this order form and if it you would like to obtain a **direct VAT exemption** regarding this order, please return this form and **clearly** state that it should be completed. It is only on your request that we will return this form, signed by the appropriate official.

Yours faithfully,

Antonia CARPARELLI
Head of Unit

c.c.: Responsible official at DG EMPL.D.2: Marie-Anne PARASKEVAS

Date of signature of the order form by the Commission:

Date of notification: see above



EUROPEAN COMMISSION

DG Employment, Social Affairs and
Inclusion
Requesting Department:
Europe 2020: Social Policies
Active Inclusion of disadvantaged groups,
Fight against Poverty

Service Order Form

Following a Service Framework Contract

Brussels (date of issue)



Mr. Alain NANDRIN

MOSTRA SA
CHAUSSEE D ALSEMBERG 1001
1180 BRUXELLES
BELGIUM

Reference Nos to be quoted in all correspondence	
Order form No:	Accounting No:
VC/2011/0398	SI2.595029

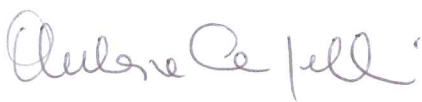
Order form title: Coverage of People experiencing poverty meeting on 13-14th May 2011

This order is governed by the provisions of Framework Contract No EMP.VC/2007/0673_06 of 30/11/2007, between the Contractor and DG EMPL, in force from 30/11/2007 to 29/11/2011.

Acceptance of this order implies that the contractor waives all other terms of business or of execution of the services.

Description of the Services	Unit price in €	Quantity	Unit type	Sub-total in €	Total in €
FEES AND DIRECT COSTS (fixed prices)					
Specialised services: max. provision for fees					
Overall coordination + onsite support (incl. presspoint)				8 393.91	
Professional moderation during event				1 776.32	
Pre-production and shooting				11 365.88	
Post-production (6 language versions + soundtrack)				26 314.28	
Copies				618.42	
Production of a DVD & pressing 1500 copies				8 472.67	

Place of implementation: Brussels	Total amount without VAT	56 941.48
European Commission	VAT %	0 0,00
DG EMPL D/2 (J-27 01/201)		
B-1049 Brussels		
Terms of payment:: as per framework contract VC-2007-0683	Overall Total	56 941.48

<p>Pursuant to the provisions of Articles 3 and 4 of the Protocol on the Privileges and Immunities of the European Union, the Commission is exempt from all taxes and dues, including value added tax, on payments due in respect of this Order form.</p> <p>For Contractors established in Belgium, the provisions of the Contract constitute request for VAT exemption No 450, provided that the Contractor indicates in his invoice(s) as follows: "Exonération de la TVA, Article 42, § 3.3, du code de la TVA", or equivalent indication in Dutch or German language.</p> <p>If the Contractor has a fiscal imposition place in a Member State of the European Union other than Belgium, see Form 15.10 attached in Annex.</p>	Duration:
	The duration of the tasks shall not exceed 9 months.
	Execution delay:
	Execution of the tasks shall start on the date of signature of the present Order form.
	The date of signature is that of the date stamp applied by the postal services of DG Employment, Social Affairs and Inclusion on the first page of the present document (date of issue).
	Signature
	For the Commission, Antonia CARPARELLI Head of Unit - EMPL.D.2 DG Employment, Social Affairs and Inclusion
	
(signature)	
Done at Brussels, on (date)	
In duplicate, in English.	
Annexes:	
– Annex I: Tender Specifications and Monitoring	
– Annex II: Contractor's Tender (Registre CAD Ref. No. Ares(2011)503848 of 10/05/2011) signed by the Contractor	
– For Contractor with fiscal imposition place in a Member State of the European Union other than Belgium: form 15.10 – VAT and excise duty exemption certificate	