

DRAFT

**SPECIFIC AGREEMENT No 1410/B2005.EEA.XXXXX [Com no]**

**FRAMEWORK CONTRACT No. EEA/ADS/04/003**

The European Environment Agency, hereinafter called “the Agency”,  
Whose official address and contact person are:

- Kongens Nytorv 6, DK-1050 Copenhagen K, Denmark,
- Ulla Krantz

Which, for the purpose of the signature of this agreement, is represented by Mr. Jef Maes,  
Head of Administration acting pursuant to a delegation of the Executive Director of the  
Agency,

Of the one part,

And ..... [Name of the contractor]

Hereinafter referred to as “the contractor”

Whose official address is: .....

Whose bank account no is: .....

With ..... [Name of establishment, city, bank identification code]

VAT registration number:.....

Represented by: ..... [Name of the signatory] , .....  
..... [Position of the signatory],

Of the other part,

Have agreed as follows:

Article 1 – Subject

Pursuant to the terms of the framework contract, and in accordance with the terms and  
conditions set out in this specific agreement and its annexes, which form an integral part of

this said agreement, the contractor hereby undertakes to perform the tasks specified in Annex I.

## Article 2 – Duration

This specific agreement is awarded, as from the date it is signed by both parties, for a period of 12 months.

## Article 3 - Financial provisions

1. In consideration of the services performed under this agreement, and up to a maximum of EURO .....[Amount in figures], the Agency shall pay to the contractor ..... [To be completed].
2. Payments shall be made as follows:
  - a) Concerning the sums agreed in paragraph 1;  
  
*Monthly*, within 30 calendar days upon receipt by the Agency of an admissible payment request subject to the acceptance of the invoice and, where appropriate, of the other supporting documents.
  - b) Invoices shall indicate the specific agreement number and shall be sent to the Agency at the address and to the contact person as referred above.
3. Payments shall be made to the contractor into the bank account mentioned above.

## Article 4 – Annexes

The following are annexes to this specific agreement:

- |             |  |
|-------------|--|
| - Annex I   | Description of work  |
| - Annex II  | General terms and conditions applicable to contracts awarded by the Agency |
| - Annex III | Tender   |

As attached to the framework contract and,

- |             |                                   |
|-------------|-----------------------------------|
| (- Annex... | VAT exemption form)               |
| (- Annex... | reimbursement of travel expenses) |

For the contractor:

[.....]

Signed in duplicate in English  
in ..... on .....[Date]

For the Agency:

Jef Maes  
Head of Administration

Signed in duplicate in English  
in Copenhagen on .....[Date]