

**Tender Specifications**

**Open Procedure**

**No. ECHA/2013/483**

**Title: Certification of the ECHA Integrated Quality Management System against ISO 9001:2008 Standard**

**Annex 4.3.4 – Project Reference Form**

## Project reference form

The Project Reference Form must be used to give details about relevant projects the tenderer wants to present as proof of experience.

The Project Reference Form consists of 3 pages:

* Front page
* Characteristics page
* Description page

The 3 pages must be used to form a complete Project Reference Form

A new Project Reference Form must be completed for each project.

**Project Reference Form (page 1 of 3)**

**Project reference n°\_\_\_\_\_\_\_\_\_\_\_\_**

**Project reference front page**

|  |  |  |
| --- | --- | --- |
| **Project name:** |  |  |
| **Start date** (mm/yy): | **Finish date** (mm/yy): |  |
| **Company name:**  **Legal form of the company:**   Private   Public  **Size of the company:**   below 600   above 600 |  | **Phone:**  **Contact person:**  **International company:**   yes   no |

**Project Reference Form (page 2 of 3)**

**Project reference n°\_\_\_\_\_\_\_\_\_\_\_\_**

|  |
| --- |
| **Project type** (development, maintenance, etc.): |
| **Principal contractor for this project** (check the appropriate): |
|  Tenderer |
|  Other |
| **Principal location for this project:** |
|  Tenderer premises |
|  Client’s premises |
|  Other |
| **Number of tenderer’s own staff involved** in person-days (audit-days), by profile: |
| 1. |
| 2. |
| 3. |
| 4. |
| 5. |
| … |
| **Total:** |
|  |
| **Methodologies involved:** |
|  |
|  |

**Project Reference Form (page 3 of 3)**

**Project reference n°\_\_\_\_\_\_\_\_\_\_\_\_**

**Project description page**

|  |
| --- |
|  |