Award decision regarding procurement of XXX

**AWARD DECISION**

Registration number

Date

# General information

Lund University, institution/department X, has executed a procurement of xxx. The procurement was executed as a procurement below threshold with notice obligation pursuant to the Swedish Public Procurement Act (2016:1145).

The contract notice was published XX-XX-XX in (state database for public procurement, e.g. TendSign) with final tender date XX-XX-XX.

By final tender date, tenders had been submitted by the following companies.

Tenderers: (state all tenderers with company registration number):

* Company X
* Company X
* Company X
* Company X

# Examination of mandatory requirements on the tenderer

The mandatory requirements on the tenderer in this procurement are stated in the tender documents.

Alternative 1: All tenderers fulfill mandatory requirements and thereby advance to the next step.

Alternative 2: The following tenderers do not fulfill mandatory requirements:

*Instruction: state the tenderers that do not fulfill the requirements, which these requirements are and the reason why they are not fulfilled. .*

# Examination of mandatory requirements on the product

The mandatory requirements on the product in this procurement are stated in the tender documents.

Alternative 1: All tenderers fulfill mandatory requirements and thereby advance to the next step.

Alternative 2: The following tenderers do not fulfill mandatory requirements:

*Instruction: state the tenderers that do not fulfill the requirements, which these requirements are and the reason why they are not fulfilled.*

# Evaluation of tenders

The evaluation has been executed according to the evaluation model and the award criteria stated in the tender documents and presented in the evaluation report.

*Instruction: in the evaluation report it must be obvious to the tenderers how the evaluation has been carried out.*

# Award decision

Lund University hereby decides to accept the following tender:

*Instruction: State company and company registration number.*

The agreement becomes binding once the written contract has been signed by both parties.

The agreement is frozen for ten (10) days from the date that the award decision was sent by e-mail to all tenderers.

The decision on this matter has been taken by NN on DD/MM YYYY.

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Signature