

Audit of EU Funds Executive Agency

Code of the Audit Engagement	
Annex	

**Table № 1
Attachment to question № 3
of the General Checklist for Procurements**

Date of SENDING to:	EC OJ	PPR	SG*	Deadline for receiving / purchasing of the tender documentation	Bids In Deadline	Date of tender opening	Number of calendar days **
Prior information notice							
Tender notice							
Decision for modification/Decision for deadline extension							
Notice for contract signed					Date of procurement contract signature		

Objective: To document the check of the procurement procedure deadlines

* fill the data only for procurement procedures opened before 26.02.2012;

** Calendar days are counted as follows:

- **Prior Information Notice** - the number of calendar days between the date of sending the prior notice and the date of sending the contract notice;
- **Tender Notice** - the number of calendar days between the deadline for receipt of tenders and the date of sending of the tender notice;
- **Decision for modification** - the number of calendar days between the date of sending the decision for modification and the deadline for receipt of tenders;

The time shall be calculated in accordance with the procedure provided for in Art. 60 of the Civil Code, namely:

"Art. 60. (1) The time is calculated in years, months, weeks and days.

(2) When the time is counted in years, the deadline expires on the respective day of the last year, and if the month of this last year does not have a respective day number, then the deadline ends in its last day.

(3) When the time is counted in months, the deadline expires on the corresponding day of the last month, and if the month of this last year does not have a respective day number, then the deadline ends in its last day.

(4) When the time is counted in weeks, the deadline expires on the respective day of the last week.

(5) When the time is counted in days, the counting starts from the day following that of the starting period and expires at the end of the last day.

(6) Where the last day of the month is a holiday, the period shall expire on the first following working day. "