May not be used for procedures below the thresholds for publication of a contract notice in the Official Journal of the European Union where only one tender was received

**< Letterhead of the contracting authority >**

**AWARD DECISION**

PUBLICATION REF: <Ref>  
  
<Contract title>

[Lot number and lot title: <number and title> ]

Maximum budget: <amount and currency>

The contracting authority, having examined the evaluation report prepared by the evaluation committee on the <date>, acknowledges that the evaluation committee recommends that <tenderer name> is awarded the contract with a contract value of [EUR] [<ISO code of the country of the contracting authority>] <amount>.

The contracting authority

[approves the evaluation report.

Choose an option:

[Following the evaluation committee's recommendation, the contracting authority takes the decision to award the contract to <tenderer name>, the latter being the tenderer who provides the most economically advantageous tender while meeting the selection criteria.]

Or: [However, the contracting authority cannot follow the evaluation committee's recommendation for the following reason(s): <explain>. Therefore, the contracting authority takes the decision to award the contract to <tenderer name> which, while meeting the selection criteria <insert the reasons>.]

]

[has decided not to award the contract for the following reason(s): <explain>.]

**Name and signature:**

**Date:**

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Enclosure: Evaluation report