

COMMISSION FORM/PURCHASE ORDER - 2015

EPN RECLASSIFICATION AGREEMENT 2011/0687 - C07C 2015

1. DETAILS OF THE WORK---CONTINUATION OF 2014

Definition of Deliverables to be supplied (lot name, project name, general technical field, applicable new CPC scheme, total number of documents, number of batches, number of documents per batch; use annexes, if appropriate)

- Project name: 2011/0687-R10-0004/C07C
- General applicable field: C07C
- Applicable current CPC scheme: C07C
- Applicable new CPC scheme: new CPC scheme (same as for previous order)
- Total number of documents: 3000 (best estimate, could be changed later)
- Number of batches and number of documents per batch:
 - No Pre-Production Batch (PPB) as follow-up of previous one
 - 7 Production Batches (PB15 to PB27) of ca. 500 documents each
 - further Batches to be defined later (PB) for the remaining documents

Date by which the Deliverables under this order shall be delivered to the EPO ready for validation and acceptance:

- PB15: February 2015
- PB16: April 2015
- PB17: May 2015
- PB18: July 2015
- PB19: September 2015
- PB20: November 2015
- PB21: December 2015 (to be confirmed)

Important remark: this planning and number of documents can be adapted if necessary and/or if the EPO chooses not to extend the original "Contract Period" or if any change to the number of documents is identified later.

2. SPECIFICATION OF TECHNICAL AIDS AND INFORMATION NEEDED BY THE CONTRACTOR

Software and other aids needed to carry out the Work:

- same as for previous order
- estimated number of documents reclassified by an EPO examiner in 1 hour: 8,5 doc/hour

3. VALIDATION, ACCEPTANCE, RESPONSE AND REPAIR TIME

See Technical Conditions, Section 6.

Specific criteria:

- Lack of correctness: a document will be rejected if there is more than one unjustified/superfluous essential symbol assigned to this document. Other specific criteria can be defined if needed.
- Lack of completeness: a document will be rejected if there is at least one essential symbol missing for this document. Other specific criteria can be defined if needed.
- Lack of timeliness: a complete batch under "normal inspection" will be rejected if there is more than two days of delay and if this has not been notified to the EPO in time. A complete batch under "tightened inspection" will be rejected if it is not delivered within the period as defined in the agreement (zero tolerance).

4. PRICE

Fixed price: **EUR 15 / document**. This fixed price per document has been calculated in accordance with article 6.2 of the Agreement.

No early payment discount if the EPO pays within **10 days** from receipt.

5. TRAVEL AND ACCOMMODATION

The Contractor is not entitled to reimbursement of expenses for travel and accommodation.

6. ADDRESS FOR INVOICES

European Patent Office
Accounts Payable
P.O. Box 5818
2280 HV Rijswijk
The Netherlands

7. DETAILS OF INVOICES

All invoices from the Contractor shall contain:
The reference number of the Agreement (2011/0687);
A clear identification and description of the batch of reclassified documents for which payment is requested (including proof that the Deliverables were accepted by the EPO);
The number of reclassified documents;
The date of delivery of reclassified documents;
The EPO ordering department: [REDACTED];
The EPO Funds Reservation (FR) Number: 3200184529;
The invoice issue date;
The invoice number;
Proof of acceptance of the batch;
The identification or tax number of the National Office;
The name and address of the National Office;
The bank details of the National Office (including the IBAN code and the BIC reference);
The name and address of the EPO (see Article 8 below);
The following statement: "VAT exemption for deliveries of goods and services to international organisations, according to Directive 77/388/EEC art.15 par.10 and Directive 92/12/EEC art.23 par.1";
The net amounts; however, if the National Office has to mention the VAT amount on the invoice, to apply with its applicable local legislation, this VAT amount has to indicated separately.

8. COMMUNICATIONS

8.1. See Agreement, Article 7.

8.2. CONTACT PERSON AT THE EPO

During the execution of the work covered by this Purchase order, all official exchanges of information, including written questions and/or remarks, related to the execution of this work will take place via the following E-mail addresses:

To: EPN_Reclassification@epo.org

CC: the EPO contact person indicated here after

Administrative and technical:	Name	[REDACTED]
	Dept.	[REDACTED]
	Tel.	[REDACTED]
	Fax	[REDACTED]
	Address	European Patent Office Patentlaan 2 2288 EE Rijswijk - The Netherlands
	E-mail	[REDACTED]

8.3. CONTACT PERSON OF THE CONTRACTOR (PROJECT LEADER, SEE AGREEMENT , ARTICLE 4.2):

Project leader:	Name	[REDACTED]
	Dept.	[REDACTED]
	Tel.	[REDACTED]
	Fax	[REDACTED]
	Address	Hungarian Intellectual Property Office

Garibaldi u.2.
1054 Budapest
Hungary

E-mail

[REDACTED]

9. **INDICATION OF THE AGREEMENT OF WHICH THIS PURCHASE ORDER IS A PART AND EPO'S SIGNATURE**

This Purchase Order is placed on the terms and conditions contained in Agreement No. 2011/0687 relating to reclassification services in the framework of the European Patent Network made between the EPO and the Hungarian Intellectual Property Office on 23-01-2012.

European Patent Organisation

[REDACTED]

Authorised person's signature

[REDACTED]

Name and title

Rijswijk, *08/12/14*

Place, date