LETTER OF MUTUAL INTENT

Between

İstanbul Avrupa Araştırmaları Derneği (IAAD)

Represented by Mr Bruno SALES DA SILVA, Director

Cumhuriyet Mah. D-100, Karayolu-Cadde No:374 - ADM Konaklama-Istanbul Outlet Park No:282

34522 Buyukçekmece/Istanbul, Turkey

Email: [brunoiaad2015@gmail.com](mailto:brunoiaad2015@gmail.com) – PIC 925001604

and,

*[Insert here the partner’s entity official name in Latin language]*

Represented by *[Insert here the first and last names of the partner’s authorised representative]*

*[Insert here the partner’s legal entity official address]*

*[Insert here the partner’s legal/authorised entity authorised email address]* – *[Insert here the partner’s legal entity PIC]*

This letter is **not a formal engagement** with IAAD to join the consortium currently building towards the submission of the ***proposal ‘AWARE’***, and its main aim is to provide a ***mutual non-disclosure environment*** between parties. It indicates the possible intent of our organisation to consider joining the consortium aiming to develop the proposal, to be submitted under the ***call referred to as*** “HORIZON-CL2-2021-TRANSFORMATIONS-01-05” (topic ID) funded by the ***HORIZON EUROPE Programme*** (HEP) of the European Commission.

Our ***final decision*** will be taken once we consider all compulsory information have been provided and per our organisation’s applicable policies.

Both parties agree to keep the content of the proposal and the methods described therein ***confidential and not disclose to any party*** outside our organisation, our employees or staff, and, on a need-to-know basis only, linked third-parties whom we have ***enforceable confidentially agreements*** with ***until the results of the selection process are published*** by the competent HEP authority.

If any parties’ intention to consider being partners in the consortium ***should change***, a written notice must be provided via email. ***Confidentiality*** regarding the content of the proposal, at any stage of its development, will ***remain in effect after ending the partnership*** until the results of the selection process are published by the competent authority. Further, both parties understand that the proposal will be **trademarked** as part of this project, and partners will ***not infringe*** on this future trademark.

This letter is ***not an official offer of services*** and, should the proposal be selected for funding, financial details will need to be negotiated and executed through a formal ***consortium agreement per the EU funding scheme authorised framework***.

We understand that ***our minimum due-diligence*** in the preparation of the proposal is to accurately assist reviewing the budget assigned to our organisation and ***provide our company information*** per the HEP Programme ***online*** in the Single Electronic Data Interchange Area (SEDIA) ***by 18:00 GMT October 1st, 2021***.

Sincerely,

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| --- | --- | --- |
| Mr Bruno SALES da SILVA, Director |  | *[Insert here the first/last names of the partner’s authorised representative]* |
| İstanbul Avrupa Araştırmaları Derneği (IAAD) |  | *[Insert here the partner’s entity official name in Latin language]* |
| Istanbul, September 6th, 2021 |  | *[Insert here the place, and date* |
|  |  |  |
| *Signature* |  | *Signature* |