**ANNEX “F”**

**SUPPLEMENT TO THE**

**SERVICES AGREEMENT BETWEEN PRINCIPAL AND DESIGN CONSULTANT**

**1. Preamble to Agreement, paragraph E:**

Principal’s Authorisation to Registered Engineers1 for the provision of Services

Date: …………………………

No: …………………………

**2. Clause 2 of the Agreement:**

**Consultancy Firm:*…………………….***

ETEK Reg. no. ***…………………….*** Or

Reg. no. ***…………………….*** in the Design Firms’ Registry of ETEK,

Address: …………………………………………………..

……………………………………………………………………………..

Telephone: …………………………………………………..

Email: …………………………………………………..

**3. Clause 2 of the Agreement:**

**Leader Consultant:**

Name/Surname: …………………………………………………..

ETEK Reg. No. ………………………………………….

Employer: …………………………………………………..

Address: …………………………………………………..

…………………………………………………………………………….

Telephone: …………………………………………………..

Email: …………………………………………………..

**4. Clause 4 of the Agreement:**

Brief description of the Project: ………..……………………..……….

…………………………………………………………………………….

…………………………………………………………………………….

Estimated Project Cost: .………..……………………..……………….

1 The present Agreement and the Principal’s Authorisation to Registered Engineers for the Provision of Services shall be taken as mutually construed and shall be deemed to supplement each other, but in the event of any ambiguity or inconsistency, the present Agreement shall prevail.

**5. Clause 6 of the Agreement:**

**Basic Services:**

Architectural Design and Supervision YES/NO

Structural/ Antiseismic Design and Supervision YES/NO

Mechanical Design and Supervision YES/NO

Electrical Design and Supervision YES/NO

**6. Clause 8 of the Agreement:**

**Design Consultant’s Fee**

| **Service** | **Euro (€)2** | **Or Percentage (%)** |
| --- | --- | --- |
| Architectural Design and Supervision | ............ | ……% on the Actual Cost of the Project |
| Structural /Anti-seismic Design and Supervision | ............ | ……% on the Actual Cost of the Project |
| Mechanical Design and Supervision | ............ | ……% on the Actual Cost of the Mechanical Installations of the Project |
| Electrical Design and Supervision | ............ | ……% on the Actual Cost of the Electrical Installations of the Project |

2Total lump sum amount

**7. Clause 9 of the Agreement:**

**Award to Special Consultants:**

|  |  |  |
| --- | --- | --- |
| **Service** | **Special Consultant** |  |
|  |  |  |
|  |  |  |
|  |  |  |

**8. Clause 11 of the Agreement:**

**Assignment of Basic Services:**

| **Service**  | **Firm or other2** | **Design Consultant3** |
| --- | --- | --- |
| Architectural Design and Supervision |  |  |
| Structural/ Anti-seismic Design and Supervision |  |  |
| Mechanical Design and Supervision  |  |  |
| Electrical Design and Supervision |  |  |

**9. Clause 13.1(a) of the Agreement:**

Fee of €…………..… (in words ……………………………...……………………….…. Euro) per hour.

**10. Clause 13.1(b) of the Agreement:**

Compensation of €………….…… (in words ……………………………...…………… Euro) per hour.

**11. Clause 13.1(c) of the Agreement:**

Due to the special circumstances as described below, the agreed fees are increased by ….……% (in words) ………………………………….

The special circumstances are:

………………………………………………………………………………………..

………………………………………………………………………………………..

………………………………………………………………………………………..

………………………………………………………………………………………..

**12. Clause 13.3 of the Agreement:**

**Additional Services (indicative table):**

Coordinator for Health & Safety Services at Design Stage: YES/NO

Services for the Issuance of Energy Performance Certificate: YES/NO

Services for the Design of the Internal Wiring Infrastructure: YES/NO

Preparation of Building Program: YES/NO

Land Surveying Services: YES/NO

Quantity surveying services: YES/NO

Geotechnical and/or Geological study YES/NO

**For these and other Additional Services, Annex G is completed where the amount of the fee is agreed in writing.**

**13. Clause 23 of the Agreement:**

**Contact Details of the Parties:**

(a) Principal:

Address: ………………………………………………………………………………

………………………………………………………………………………………….

Fax: ……………………………………………………………………………………

Email: ………………………………………………..………………………………..

(b) Design Consultant:

Address: ………………………………………………………………………………

………………………………………………………………………………………….

Fax: ……………………………………………………………………………………

Email: ………………………………………………..………………………………..