

EUROPEAN SINGLE PROCUREMENT DOCUMENT FORM

1. The European single procurement document (hereinafter, ESPD) is a declaration on personal responsibility, by which the economic operator confirms the fulfilment of the qualification and selection criteria necessary in the public procurement procedures in the Republic of Moldova.
2. The form shall be completed, electronically signed and sent to the contracting authority upon submission of the tender.
3. An ESPD submitted by the economic operator in a previous public procurement procedure may be reused, provided that the information contained in the form is correct and valid at the time of its submission.
4. The tenderer who submits false information or supporting documents in the ESPD does not confirm the information indicated in the submitted document is excluded from the public procurement procedure and / or may be liable in accordance with the law.
5. The ESPD form consists of 7 chapters, namely:
 - 1) Chapter I. Information on the public procurement procedure and the contracting authority / entity;
 - 2) Chapter II. Information about the economic operator;
 - 3) Chapter III. Reasons for exclusion from the public procurement procedure;
 - 4) Chapter IV. Qualification and selection criteria of economic operators;
 - 5) Chapter V. General requirements for the selection criteria of economic operators;
 - 6) Chapter VI. Pre-selection of candidates for the procedure for awarding the public procurement contract;
 - 7) Chapter VII. Final statements.
1. Submission of the ESPD form upon submission of the tender that does not comply with the requirements set out in the Award Documentation will lead to the rejection of the tender.

Chapter I. Information on the public procurement procedure and the contracting authority / entity

The section is filled in only by the contracting authority / entity.

Position code	Requirement content	Response
1	2	3
A. Publication information		
1A.1	Number of the notice / invitation published in the Public Procurement Bulletin, and where applicable the number of the notice published in the Official Journal of the European Union	No
B. Identity of the contracting authority / entity		
1B.1	Name of the contracting authority / entity	IP "Oficiul Național al Viei și Vinului" (ONVV)
1B.2	Unique identification number (IDNO) of the contracting	1013620012945

	authority / entity	
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Chapter II. Information on the economic operator

The section is filled in only by economic operators.

Position code	Requirements content	Response
1	2	3
A. Information on the economic operator		
2A.1	Name of economic operator	Pitch PR
2A.2	Country	The Netherlands
2A.3	Postcode	1019 XZ
2A.4	City / Town	Amsterdam
2A.5	Legal address	Zandstroomerstraat 2
2A.6	Web page	https://www.pitchpr.nl/
2A.7	Contact person or persons	Iris Jungerling
2A.7.1	Telephone	+31 20 468 33 48
2A.7.2	Email address	Iris@pitchpr.nl
2A.8	Unique identification number (IDNO / IDNP)	NL858842087B01
2A.9	VAT code number	NL858842087B01
2A.10	Organizational-legal form of entrepreneurial activity	Private Company
2A.11	Information on the names of the shareholders / associates / beneficial owner	
2A.11.1	Names of shareholders / associates	Robert Verhoeven and Harriet Boekholt
2A.11.2	Name of beneficial owner [The beneficial owner is a natural person, who ultimately owns or controls a natural or legal person, or a beneficiary of an investment company or a manager of the investment company, or a person on whose behalf an activity or transaction is carried out, and/or who directly or indirectly, owns or controls at least 25% of the shares or voting rights of the legal person or of the assets under the fiduciary administration]	Robert Verhoeven and Harriet Boekholt
2A.11.3	Citizenship of the beneficial owner (permanent legal-political relation of the natural person defined in heading 2A.11.2)	The Netherlands
2A.12	The economic operator represents: <ul style="list-style-type: none"> • small business • medium business • and others 	Small business
2A.13	If the procurement is reserved: is the economic operator a secured workshop or a social enterprise, or will it ensure the fulfillment of the contract in the context of secured employment programs?	No
2A.13.1	<i>If so, what is the appropriate percentage of disabled or disadvantaged workers?</i>	N.A.
2A.13.2	<i>Specify which or which categories of disabled or disadvantaged workers belong to the employees concerned?</i>	N.A.
2A.14	<i>Does the economic operator participate in the public procurement procedure together with other economic operators?</i>	No

2A.14.1	<i>If Yes, specify the role of the economic operator within the group (leader, responsible for performing specific tasks, etc.).</i>	N.A.
2A.14.2	<i>Name the economic operators participating in the respective public procurement procedure.</i>	N.A.
2A.14.3	<i>Specify the name of the participating group.</i>	N.A.
<i>Note. If you answered Yes to question 2A.14, make sure that the economic operators mentioned submit a separate ESPD form.</i>		
B. Information on the representatives of the economic operator		
Indicate the name of the person (s) empowered to represent the economic operator for the purposes of this public procurement procedure.		
2B.1	Name and surname	Iris Jungerling
2B.2	Position / acting as ..	Senior PR Consultant
2B.3	Country	The Netherlands
2B.4	Phone	+31 20 468 33 48
2B.5	Email Address	iris@pitchpr.nl
C. Information on the capacity use of other entities		
2C.1	Does the economic operator use the capabilities of other entities to meet the selection criteria set out in Chapter IV, as well as (if applicable) the criteria and rules set out in Chapter V below?	No
<p>Note. If you answered Yes to question 2C.1, submit a separate ESPD form containing the information required in Sections A and B of that Chapter and Chapter III for each of the entities concerned, duly completed and signed by the entities concerned. We draw attention to the fact that the technicians or technical bodies involved must also be included, whether or not they are part of the economic operator's undertaking, in particular those responsible for quality control and, in the case of public works contracts, technicians or technical bodies used by the economic operator in order to perform the works. To the extent relevant to the specific capacity (ies) used by the economic operator, include the information set out in Chapters IV and V for each of the entities concerned.</p>		
D. Information on subcontractors on whose capabilities the economic operator relies		
2D.1	<i>Does the economic operator intend to subcontract any part of the contract with other economic operators?</i>	No
2D.1.1	<i>If Yes, list the proposed subcontractors.</i>	N.A.

Chapter III. Reasons for exclusion from the public procurement procedure

The section is filled in by the economic operators.

Position code	Requirements content	Response
A. Reasons for convictions by final judgment of a court		
1	2	3
3A.1	Participation in a criminal organization. The economic operator himself or any person who is a member of its administrative, management or supervisory body or who is empowered for representation, decision or control within it has been convicted by a final decision to participate in a criminal organization, by a conviction ruled less than five years ago or in which a period of exclusion provided for directly in the conviction continues	No

	to apply?	
3A.2	Corruption. The economic operator himself or any person who is a member of his administrative, management or supervisory body or who is empowered for representation, decision or control within it has been the subject of a final conviction for corruption, by a conviction ruled less than five years ago or in which a period of exclusion provided for directly in the conviction continues to apply?	No
3A.3	Fraud. The economic operator himself or any person who is a member of its administrative, management or supervisory body or who is empowered for representation, decision or control within it has been convicted of fraud by a final judgment, by a conviction ruled less than five years ago or in which a period of exclusion provided for directly in the conviction continues to apply?	No
3A.4	Terrorist crimes or crimes related to terrorist activities. The economic operator himself or any person who is a member of its administrative, management or supervisory body or who is empowered for representation, decision or control within it has been convicted of terrorist offenses or offenses related to terrorist activities, ruled by a final judgment, by a conviction ruled less than five years ago, or in which a period of exclusion provided for directly in the conviction continues to apply?	No
3A.5	Money laundering or terrorist financing. The economic operator himself or any person who is a member of its administrative, management or supervisory body or who is empowered for representation, decision or control within it has been convicted of terrorist offenses or offenses related to terrorist activities, ruled by a final judgment, by a conviction ruled less than five years ago, or in which a period of exclusion provided for directly in the conviction continues to apply?	No
3A.6	Child labor and other forms of human trafficking. The economic operator itself or any person who is a member of its administrative, management or supervisory body or who is empowered for representation, decision or control within it has been convicted by a final judgment for exploitation of child labor and other forms of trafficking in human beings, by a conviction ruled less than five years ago or in which a period of exclusion provided for directly in the conviction continues to apply?	No
3A.7	If the answer is Yes to at least one of questions 3A.1 to 3A.6, can you provide evidence that the measures taken are sufficient to demonstrate reliability, despite the existence of a ground for exclusion?	N.A.
3A.7.1	<i>If Yes, describe these measures.</i>	N.A.
B. Reasons for the payment of taxes and / or social security contributions		
	Payment of taxes	

3B.1	Has the economic operator fulfilled its obligations regarding the payment of taxes, fees and social contributions in accordance with the legal provisions in force in the Republic of Moldova or in the country where it is established?	Yes
3B.1.1	<i>If No, how was the obligation to pay taxes, fees and social security contributions established?</i>	N.A.
3B.1.2	<i>If the infringement concerning obligations to pay taxes, duties and social contributions has been established by a court or administrative decision, is that decision final?</i>	N.A.
3B.1.3	<i>If the infringement with regard to the obligations relating to the payment of taxes, duties and social contributions has been established by a court or administrative decision, specify the date and number of the decision.</i>	N.A.
3B.2	Does the economic operator benefit, in accordance with the law, from the staggering of the obligations to pay taxes, fees and social security contributions or other facilities for their payment, including late fees (penalties) and / or fines? <i>Note: To be filled in only if you answered No to question 3B.1.</i>	N.A.
3B.2.1	If Yes, is the economic operator able to provide the act on the staggering of the obligations to pay taxes, fees and social security contributions or other facilities in order to pay them?	N.A.
3B.3	Is the economic operator able to provide a certificate on the payment of taxes or to provide information on the fulfillment of tax obligations?	Yes
3B.4	Is the information on the absence / existence of arrears from the national public budget available free of charge to the authorities, by accessing a national database? If so, specify the information that would allow verification.	No
C. Inclusion of economic operators in the prohibition list		
3C.1	Is the economic operator included in the prohibition list of economic operators?	No
3C.1.1	<i>If yes to question 3C.1, can you provide evidence that the measures taken are sufficient to demonstrate reliability, despite the existence of a ground for exclusion?</i>	N.A.
3C.1.2	<i>If Yes, describe these measures.</i>	N.A.
D. Grounds related to insolvency, conflicts of interest or professional misconduct		
	Applicable obligations in the field of environment, labor and social security	
3D.1	Has the economic operator breached its environmental obligations in the last 3 years?	No
3D.1.1	<i>If the answer is Yes to question 3D.1, can you provide evidence that the measures taken are sufficient to demonstrate reliability, despite the existence of a ground for exclusion?</i>	N.A.
3D.1.2	<i>If Yes, describe these measures.</i>	N.A.
3D.2	Has the economic operator violated its social obligations in	No

	the last 3 years?	
3D.2.1	<i>If the answer is Yes to question 3D.2, can you provide evidence that the measures taken are sufficient to demonstrate reliability, despite the existence of a ground for exclusion?</i>	N.A.
3D.2.2	<i>If Yes, describe these measures.</i>	N.A.
3D.3	Has the economic operator breached its labor obligations in the last 3 years?	No
3D.3.1	<i>If the answer is Yes to question 3D.3, can you provide evidence that the measures taken are sufficient to demonstrate reliability, despite the existence of a ground for exclusion?</i>	N.A.
3D.3.2	<i>If Yes, describe these measures.</i>	N.A.
	Insolvency	
3D.4	Is the economic operator in a situation of insolvency or liquidation of the entrepreneurial activity as a result of a court decision?	No
3D.4.1	<i>If the answer is Yes to 3D.4, can you provide evidence that the measures taken are sufficient to demonstrate reliability, despite the existence of a ground for exclusion?</i>	N.A.
3D.4.2	<i>If Yes, describe these measures.</i>	N.A.
	Assets managed by the liquidator	
3D.5	Are the assets of the economic operator managed by a liquidator or a court?	No
3D.5.1	<i>If the answer is Yes to 3D.5, can you provide evidence that the measures taken are sufficient to demonstrate reliability, despite the existence of a ground for exclusion?</i>	N.A.
3D.5.2	<i>If Yes, describe these measures.</i>	N.A.
	Economic activities are suspended	
3D.6	Are the economic activities of the economic operator suspended?	No
3D.6.1	<i>If the answer is Yes to 3D.6, can you provide evidence that the measures taken are sufficient to demonstrate reliability, despite the existence of a ground for exclusion?</i>	N.A.
3D.6.2	<i>If Yes, describe these measures.</i>	N.A.
	Agreements with other economic operators aimed at distorting competition	
3D.7	Has the economic operator, in the last 3 years, concluded agreements with other economic operators that have as object the distortion of competition, fact ascertained by decision of the competent body in this respect?	No
3D.7.1	<i>If the answer is Yes to question 3D.7, can you provide evidence that the measures taken are sufficient to demonstrate reliability, despite the existence of a ground for exclusion?</i>	N.A.
3D.7.2	<i>If Yes, describe these measures.</i>	N.A.
	Conflict of interests	
3D.8	Is the economic operator in a situation of conflict of interest that cannot be remedied?	No
3D.8.1	<i>If the answer is Yes to question 3D.8, can you provide evidence that the measures taken are sufficient to</i>	N.A.

	<i>demonstrate reliability, despite the existence of a ground for exclusion?</i>	
3D.8.2	<i>If Yes, describe these measures.</i>	N.A.
	Professional ethics	
3D.9	Has the economic operator been convicted, in the last 3 years, by a final decision of a court, for an act that violated professional ethics or for committing a mistake in professional matters?	No
3D.9.1	<i>If the answer is Yes to question 3D.9, can you provide evidence that the measures taken are sufficient to demonstrate reliability, despite the existence of a ground for exclusion?</i>	N.A.
3D.9.2	<i>If Yes, describe these measures.</i>	N.A.
	Integrity	
3D.10	Has the economic operator, in the last 3 years, been guilty of a professional misconduct, which calls into question his integrity?	No
3D.10.1	<i>If the answer is Yes to question 3D.10, can you provide evidence that the measures taken are sufficient to demonstrate reliability, despite the existence of a ground for exclusion?</i>	N.A.
3D.10.2	<i>If Yes, describe these measures.</i>	N.A.

Chapter IV. Qualification and selection criteria for economic operators

The sub-fund is completed by the contracting authority / entity (column no. 2) and the economic operators (column no. 3).

Position code	Requirements content	Response
1	2	3
A. Ability to perform professional activity		
4A.1	<i>Is the economic operator able to provide the document / documents proving its registration?</i>	Yes
4A.1.1	<i>If Yes, indicate the documents of registration of the entrepreneurial activity and the type (s) of activity determined by the legislation, related to the object of the contract award procedure, based on which the company has the right to execute the future public procurement contract.</i>	PR And marketing
4A.1.2	<i>Are the documents of registration of the entrepreneurial activity available free of charge to the authorities from a national database? If so, specify the information that would allow verification.</i>	Internet address: www.pitchpr.nl Issuing authority or body: KvK Dutch Chamber of commerce Exact documentation reference: KVK 71769056
4A.2	Does the entrepreneurial activity have a certification and / or an equivalent authorization related to the object of the contract award procedure, within a national system?	<input type="checkbox"/> Yes
4A.2.1	<i>If Yes, is the economic operator able to provide the document (s) proving the certification and / or authorization of its activity?</i>	<input type="checkbox"/> Yes
4A.2.3	<i>Are certification or authorization documents available free</i>	Internet address:

	<i>of charge to the authorities from a national database? If so, specify the information that would allow verification.</i>	www.kvk.nl Issuing authority or body: Dutch Chamber of commerce Exact documentation reference: KVK 71769056
4A.3	Do the types of activity, and / or certification, and / or authorization for entrepreneurial activity, cover the selection criteria imposed by the contracting authority / entity in the notice / invitation to participate?	Yes
B. Economic and financial capacity		
	Bank statements	
4B.1	Is the economic operator able to provide bank statements or, where appropriate, evidence of occupational risk insurance in accordance with the requirements of the award documentation?	Yes
4B.1.1	<i>Is the information referred to in point 4B.1 available free of charge to the authorities from a national database? If so, specify the information that would allow it to be verified.</i>	Internet address: www.kvk.nl Issuing authority or body: Dutch Chambre of commerce Exact documentation reference: KVK 71769056
	Annual turnover (sales volume)	
4B.2	The economic operator is able to demonstrate an annual turnover, as follows: Value _____ Period _____ <i>Note. The contracting authority shall complete the amount and the period</i>	Yes
4B.2.1	<i>Specify the annual turnover, according to the data in the financial report.</i>	Value 1.250.000 Year 2022
	Average annual turnover	
4B.3	The economic operator is able to demonstrate an average annual turnover, as follows: Value _____ Period _____ <i>Note. The contracting authority shall complete the amount and the period</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No
4B.3.1	<i>Specify the turnover according to the data in the financial report.</i>	Value 600.000 Year 2020 Value 800.000 Year 2021 Value 1.250.000 Year 2022

		<i>Total average value [number]883.333</i>
	Financial report	
4B.4	Is the economic operator able to provide the registered financial report, extracted from the financial report?	<input type="checkbox"/> Yes
4B.5	Is information on the economic and financial situation available free of charge to the authorities from a national database? If so, specify the information that would allow verification.	<i>No</i>
C. Technical and / or professional capacity		
4C.1	The economic operator is able to provide the documents requested by the contracting authority / entity in the contract notice, which demonstrates the technical and / or professional capacity to perform the future contract.	Yes
4C.1.1	<i>Is information on technical and / or professional capacity available free of charge to authorities from a national database? If so, specify the information that would allow verification.</i>	<i>Internet address: www.pitchpr.nl</i>
Technical installations and quality assurance measures		
4C.2	The economic operator is able to provide details of the technicians or technical bodies specified in the contract notice / award documentation that the contracting authority / entity may request, in particular those responsible for quality control in connection with this public procurement exercise. ?	Yes
4C.3	Is the economic operator able to provide information on the management and traceability systems used in the supply chain?	Yes
4C.3.1	<i>Is the information available free of charge to the authorities, from a national database? If so, specify the information that would allow verification.</i>	<i>No</i>
Machinery, installations and technical equipment		
4C.4	Does the economic operator have the machinery and equipment necessary for the proper fulfillment of the public procurement contract?	Yes
4C.5	Is the economic operator able to provide information on the specific endowments, machinery and equipment necessary for the performance of the contract, in accordance with the requirements set out in the contract notice and the award documentation?	Yes
Professional training and qualification of staff		
4C.6	Does the economic operator have qualified staff in the company according to the requirements set out in the contract notice or in the award documentation?	Yes
4C.7	Is the economic operator able to provide information on the specialized personnel proposed for the execution of the contract, according to the requirements set out in the contract notice and the award documentation?	Yes

4C.8	Indicate the average annual number of staff employed in the last three years of activity.	Year 2021
		Employees 12
		Year 2022
		Employees 12
		Year 2023
		Employees 12
	Number of management staff members	
4C.9	Indicate the number of management personnel of the economic operator during the last three years.	Year 2021
		Persons 4
		Year 2022
		Persons 4
		Year 2023
		Persons 4
	Samples, descriptions, photos	
4C.10	Is the economic operator able to provide samples (samples), descriptions and / or photographs of the products / services to be provided / provided, according to the requirements set out in the award documentation?	Yes
	For public works contracts	
4C.11	During the reference period, did the economic operator perform works specific or similar to the object of acquisition indicated in the contract notice and in the award documentation?	Yes
4C.11.1	<i>If Yes, list them specifying the description of the works, their value, the start date, the date of the receipt at the end of the works, the beneficiary and other relevant information.</i>	<i>Pays d'Oc IGP promotion in NL ongoing</i>
		<i>Jerez Sherry wines Promotion Ongoing</i>
		<i>WoSa Promotion Ongoing</i>
		<i>Alsace Promotion Ongoing</i>
	For public procurement contracts of goods	
4C.12	During the reference period, did the economic operator make deliveries specific to the object of acquisition indicated in the contract notice and in the award documentation?	No
4C.12.1	<i>If Yes, list them specifying the description of the deliveries, their value, the start date, the delivery date, the recipient and other relevant information.</i>	<i>N.A.</i>
	For public service contracts	
4C.13	During the reference period, did the economic operator provide services similar to the object of acquisition indicated in the contract notice and in the award documentation?	Yes
4C.13.1	<i>If Yes, list them specifying the description of the services, their value, execution time, start date, beneficiary and other relevant information.</i>	<i>Pays d'Oc IGP promotion in NL Ongoing</i>
		<i>Jerez Sherry wines</i>

		Promotion Ongoing
		WoSa Promotion Ongoing
		Alsace Promotion Ongoing
4C.14	If the answer is Yes to one of questions 4C.11 to 4C.13, can you provide evidence of the completion of the work, the delivery of the goods, the provision of similar services in accordance with the requirements of the award documentation?	Yes
D. Quality assurance standards		
4D.1	Is the economic operator able to provide certificates issued by independent bodies certifying that the economic operator complies with the quality assurance standards according to the requirements set out in the contract notice and in the award documentation?	Yes
4D.2	Is the information on quality assurance standards available free of charge to the authorities in a national database? If so, specify the information that would allow verification.	No
E. Environmental protection standards		
4E.1	Is the economic operator able to provide certificates issued by independent bodies certifying that the economic operator complies with environmental protection standards, in accordance with the requirements set out in the contract notice and in the award documentation?	Yes
4E.2	Is information on environmental protection standards available free of charge to authorities from a national database? If so, specify the information that would allow verification.	No
F. Allowing controls		
4F.1	Does the economic operator allow the contracting authority / entity to carry out verifications regarding the economic and financial, production or technical capacities regarding the execution of the future public procurement contract?	Yes

Chapter V. General guidelines for qualification and selection criteria

The sub-fund is completed by the contracting authority / entity (column no. 2) and the economic operators (column no. 3).

Position code	Requirements content	Response
1	2	3
A. Fulfillment of all required selection criteria		
5A.1	The economic operator is able to provide in the automated information system "State Register for Public Procurement" or by electronic means, or if necessary, on paper to the contracting authority: forms, certificates, notices and other documents indicated by the authority / the contracting entity in the contract notice and in the award documentation?	Yes

	<i>Deadline 3 days from request.</i>	
5A.2	Is the information enabling the contracting authority / entity to obtain the documents indicated in the contract notice and in the award documentation free of charge and directly by accessing a national database in any State? If so, specify the information that would allow verification.	No

Chapter VI. Pre-selection of candidates for the procedure for awarding the public procurement contract

The section is requested by the contracting authority only in the context of public procurement procedures: restricted tendering, negotiation, competitive dialogue and innovation partnership.

Position code	Requirements content	Response
1	2	3
A.	Fulfillment of all required selection criteria	
6A.1	The economic operator / candidate meets the selection criteria set out by the contracting authority in the invitation to tender and in the award documentation.	Yes
6A.2	The economic operator / candidate has and is able to provide in the Automated Information System "State Register of Public Procurement" or by electronic means, or if necessary, on paper to the contracting authority certified or other forms of supporting documents, as it is required in the invitation to participate and in the award documentation.	Yes

Chapter VII. Final statements

The economic operator declares that the information given in Chapters II to V (as the case may be) is accurate and correct, and is fully aware of the consequences of serious cases of misrepresentation. The economic operator formally declares that he may provide, at the request of the contracting authority / entity without delay, the required certificates and supporting documents, unless the contracting authority / entity has the possibility to obtain the supporting documents in question directly by accessing a database. relevant data, which is available free of charge, provided that the economic operator has provided the necessary information (internet address, issuing authority or body, exact reference of the documentation) to enable the contracting authority or contracting entity to do so, and access to that information shall be granted, if necessary.

The economic operator formally declares that it agrees that [the name of the contracting authority], as described in Chapter I, Section A, should obtain access to the supporting documents regarding the information it has provided in this DUAE for the purpose of carrying out the procurement procedure [procurement procedure, unique identification number and publication reference in the Official Journal of the European Union [\[21/002\]](#)].

(To be completed and signed by the economic operator)


Name: Robert Verhoeven and Harriet Boekholt

Function: Managing Directors

Date: 28-03-2023

Address: Zandstrooierstraat 2, 1019 XZ Amsterdam, The Netherlands

Signature



Robert Verhoeven

Signature: Robert Verhoeven
Robert Verhoeven (Apr 6, 2023 14:06 GMT+2)

Email: robert@pitchpr.nl







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Final Audit Report

2023-04-06

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-  Document created by Harriet Boekholt (harriet@pitchpr.nl)
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-  Document emailed to robert@pitchpr.nl for signature
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-  Signer robert@pitchpr.nl entered name at signing as Robert Verhoeven
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-  Document e-signed by Robert Verhoeven (robert@pitchpr.nl)
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