

Authorization of Subcontractors

If the contractor would like to involve subcontractors, the contractor must complete this form for each proposed subcontractor.

The contractor must submit the completed form to the Procurement department responsible for the order/ inquiry for authorization, as well as to the relevant specialist unit for information purposes.

The contractor may not engage the sub-contractor in question until the contractor has received written authorization from Procurement.

Name of the ordering company (client) for example: cellcentric GmbH & Co. KG

Contractor's details:

Company name and Supplier ID Number.: _____

Address: _____

Contact person (name, email, tel.): _____

Details regarding the engagement of the subcontractor:

Title of the inquiry/order/agreement: _____

Document number (if available): _____

Statement/description of the service(s) for which the subcontractor is to be engaged, including details of the scope of the work to be performed by the subcontractor as a percentage of the total order volume:

_____ % of the total order volume

Subcontractor's details:

Company name: _____

Address: _____

For construction work only: (German) employer's liability insurance association (*Berufsgenossenschaft*) including membership number:

Subcontractor's cellcentric supplier number (if available): _____

Is the subcontractor an individual / sole trader/ private partnership: Yes/ No

Will the individual/ sole trader/ private partner deliver the service him or herself?: Yes/ No

Will the individual/ sole trader/ private partner operate more than 50 working days/year?: Yes/ No

Reason for subcontracting: _____

Reference projects: _____

Will the subcontractor subcontract work: Yes/ No

(Place, date, name, signature of contractor and company stamp)

The authorization of the aforementioned subcontractor is limited to the activities specified in this form. If the contractor intends to engage other subcontractors or involve the aforementioned subcontractor in other contracts for cellcentric GmbH & Co.KG, another copy of this form must be completed and submitted for authorization.

We agree to this subcontracting arrangement subject to the following cumulative conditions:

1. If the aforementioned subcontractor fulfills all or some of its contractual obligations through a principal (individual / sole trader or partner in a private partnership), you shall ensure that the aforementioned subcontractor undergoes a status verification process (pursuant to Sec. 7a SGB IV [“Sozialgesetzbuch”: German Social Security Code]) without delay after receiving this document if the engagement exceeds 50 days in any given calendar year.
2. You shall also ensure that cellcentric receives a written copy of the request for status verification within a week of receiving this document (Authorization of Subcontractors). Furthermore, you undertake to send us written copies of any consultations or decisions relating to German Pension Insurance within a week of receipt.

(by email to the responsible buyer of Procurement Department of cellcentric GmbH & Co. KG)
3. In the event of a negative outcome to the status verification process, or if a negative decision seems likely in the course of a consultation, cellcentric GmbH & Co. KG shall be entitled to revoke the authorization to engage the subcontractor in question with immediate effect.
4. You also undertake to ensure that the subcontractor does not subcontract to sole traders or private partnerships as further subcontractors (subcontractors of the engaged subcontractor) if some or all of the work is to be performed by the principal (sole trader or partner in a private partnership). This also applies to the entire chain of all subcontractors.
5. You undertake to ensure that every subcontractor and their respective subcontractors meet the statutory requirements relating to the minimum wage for their employees.
6. You shall impose the same obligations on the engaged subcontractors that you have entered into with respect to cellcentric GmbH & Co. KG, including those relating to confidentiality and data protection.
7. This authorization may be revoked. In all other respects, the contractually agreed provisions governing the engagement of subcontractors apply unchanged

cellcentric GmbH & Co. KG

(Place, date, name in block letters, department, signature)