

**COMMITTENTE**

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**COMUNE DI CANOSA DI PUGLIA**

**PROCEDURA APERTA PER L’AFFIDAMENTO IN CONCESSIONE DEL SERVIZIO DI GESTIONE ORDINARIA, ACCERTAMENTO E RISCOSSIONE ANCHE COATTIVA DELLE ENTRATE TRIBUTARIE E PATRIMONIALI DELL’ENTE**

**CIG: 9975523DFC**

**DICHIARAZIONE DI OFFERTA TECNICA**

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| il sottoscritto | | |  | | | | | | | | |
| in qualità di | | *(titolare, legale rappresentante, procuratore, altro)* | | |  | | | | | | |
| dell’impresa | | |  | | | | | | | | |
| sede | *(comune italiano  o stato estero)* | | |  | | Cap: | |  | | Provincia |  |
|  | | | | | | | | | | | |
| indirizzo | | |  | | | | Codice fiscale: | |  | | |
|  | | | | | | | | | | | |
| PASSOE assegnata dall’Autorità Nazionale Anticorruzione per la vigilanza sui contratti pubblici : | | | | | | | | |  | | |

**SOGGETTO CHE PARTECIPA ALLA GARA IN OGGETTO NELLA SUA QUALITA’ DI:**

|  |  |  |  |
| --- | --- | --- | --- |
| ☐ | - concorrente singolo; | | |
| ☐ | - mandatario, capogruppo di | } | raggruppamento temporaneo o consorzio ordinario di cui all’art. 45, comma 2, lettere d) o e), del decreto legislativo n. 50 del 2016; |
| ☐ | - mandante in |
| ☐ | - organo comune/mandatario di | } | rete di imprese (in contratto di rete) di cui all’art.45, comma 2, lettera f), del decreto legislativo n. 50 del 2016; |
| ☐ | - impresa in rete/mandante in |

**DICHIARA/NO DI OFFRIRE LA SEGUENTE OFFERTA TECNICA**

1. **MODALITÀ DI GESTIONE DEI TRIBUTI OGGETTO DELLA CONCESSIONE Sarà valutata la configurazione della struttura organizzativa con l’individuazione delle modalità di svolgimento delle procedure e della tempistica di gestione del servizio. Sarà valutata, altresì, la modalità di costituzione della banca dati, la modalità di rendicontazione delle somme incassate, le modalità di riscossione, riversamento e rendicontazione, identificazione degli obiettivi previsti.**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_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**b) FRONT-OFFICE E RAPPORTI CON L’UTENZA**

**Sarà valutata la chiarezza con la quale l’ufficio si interfaccerà con i contribuenti, in termini soprattutto di organizzazione dello sportello, assistenza agli utenti anche on -line nonché le comunicazioni ed i rapporti con l’utenza in generale.**

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**a) MODALITÀ DI CONTROLLO DELL’EVASIONE E/O ELUSIONE E ACCERTAMENTO**

**Sarà valutato il progetto di controllo dell’evasione e/o elusione nonché la fase di accertamento. Sarà valutata la modalità di rilevazione del territorio comunale ai fini di un censimento generale. I punteggi più alti saranno assegnati ai progetti che esprimeranno in maniera chiara e dettagliata le procedure che saranno adottate per il recupero dell’evasione e che dimostreranno di essere efficienti nel raggiungimento dell’obiettivo. Saranno valutate, altresì, tutte le attività e le operazioni di recupero del tributo.**

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**b) MODALITÀ DI GESTIONE DEL CONTENZIOSO**

**Sarà valutato l’impiego dei sistemi deflattivi che favoriscano la definizione stragiudiziale del ricorso, nonché l’illustrazione delle modalità di gestione del contenzioso con particolare riguardo alla organizzazione per la costituzione in giudizio ed alla partecipazione alle udienze**

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**FUNZIONALITÀ SOFTWARE PER LA GESTIONE DEL RAPPORTO CON I CONTRIBUENTI E INTERSCAMBIO INFORMATIVO.**

**Verrà valutato un progetto contenente tutti i dati per la realizzazione dei servizi online ai cittadini ed alle imprese. Verranno, altresì, valutate le proposte che garantiranno una corretta e chiara informazione all’utenza, anche attraverso eventuali siti internet, dove poter reperire informazioni necessarie ai contribuenti. Si terrà, altresì, conto delle soluzioni delle modalità di interscambio informativo con l’Ufficio Tributi, con particolare riguardo alla consultazione della Banca Dati, dei tempi di coordinamento con l’Ente, funzionali a dare risposte celeri e tempestive ai contribuenti. Si terrà conto di tutte le soluzioni che prevedano la catalogazione e archiviazione di tutte le pratiche con relativa codifica per ogni operazione. L’obiettivo è la creazione di un fascicolo del contribuente accessibile al personale dell’Ente.**

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**ORGANIZZAZIONE E METODOLOGIA UTILIZZATA PER LA RISCOSSIONE COATTIVA E STRAGIUDIZIALE DELLE ENTRATE COMUNALI**

**Si terrà conto della tipologia della procedura adottata per la riscossione stragiudiziale e coattiva; del numero e della tipologia degli strumenti di pagamento adottati. La Concessionaria dovrà gestire, senza alcun onere a carico dell’Ente, anche eventuali nuove modalità di incasso se richieste dall’Ente o per adeguamento alla normativa vigente**

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-che la presente offerta è irrevocabile ed impegnativa sino al 270° (duecentosettantesimo) giorno a decorrere dalla data di presentazione della stessa;

Luogo e data

Firmato digitalmente

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**Avvertenze:**

Nel caso di consorzi o ATI non ancora costituiti l’offerta dovrà essere sottoscritta dai titolari o legali rappresentanti di tutte le imprese che costituiranno i raggruppamenti od i consorzi.