

BIDDER'S CHECK LIST ACTED Tunisia

Date: 16/03/2020

Tender N°: T/FWA/1499/1899/LOCATIONVHL/TUNIS/LOG/16/03/2020

BEFORE SENDING YOUR BIDDING DOCUMENTS, PLEASE CHECK THAT EACH OF THE FOLLOWING ITEM IS COMPLETE AND RESPECTS THE FOLLOWING CRITERIA :

Description	To be filled in by Bidder		For ACTED use only (to be filled in by Purchase Committee)		
	Included		Present		Comments
	Yes	No	Yes	No	
1. An original (compulsory) and one copy (recommended) of the bid have been provided					
2. PART 1 (form PRO-05) – Instructions to Bidders is attached, filled, signed and stamped by the supplier. (compulsory)					
3. PART 2 (form PRO-06) – Offer Form is attached, filled, signed and stamped by the supplier. (compulsory)					
4. The prices in the Offer Form are in in TND (compulsory)					
5. PART 3 (form PRO-06-01)– Bidders Questionnaire Form is attached, filled, signed and stamped by the supplier. (compulsory)					
6. PART 4 – (form PRO-06-02)– Bidder's Ethical Declaration is attached, filled, signed and stamped by the supplier. (compulsory)					
7. Tax certificate/registration as required by local law (compulsory)					
8. The Bidding documents are filled in English or French (compulsory)					
9. ANNEXES – Proofs of past performances (minimum 3 including example contracts or other evidence of performance) in a similar field of activity are provided (compulsory)					
10. Color photos (or samples) of vehicles are included (compulsory)					
11. ANNEXES – A copy of the vehicle specifications are included (compulsory)					
12. ANNEXES – Annexes to the environmental specifications of the vehicle are included (compulsory)					

Name & Position of Bidder's authorized representative _____

Authorized signature _____

Stamp: