

TECHNICAL OFFER FORM

Annex - B

RFQ/LBY/TR/22/026

FOR THE ESTABLISHMENT OF A FRAME AGREEMENT FOR THE PROVISION OF ELEVATOR, AIR CONDITIONER MAINTENANCE, AND WINDOWS CLEANING SERVICES

Nr.	Service / Item	Bidder's Comments / Technical offer (Please indicate details)	Does your offer meet the requirements in Annex A1,2 3? (Y / N)
1.	Elevator Maintenance		Yes / No
2.	Air conditioner maintenance		Yes / No
3.	Windows cleaning		Yes / No

Important

- Bidder Shall confirm in writing the understanding and acceptance of the Terms of reference as well as confirming the ability to provide the required services as described in Annex A1, A2 and A3

Company Name:

Company Signature:

Company Stamp:

Date

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SERVICES

CHECKLIST FOR REQUIRED TECHNICAL DOCUMENTS

Nr.	Required Technical Documents	Submitted (Yes / No)
1.	Valid registration certificate proving that bidding company was established and registered in Tunisia on or before 31/05/2019 (Registre de commerce)	
2.	Valid Tax Certificate (Patente)	
3.	Duly filled Annex B Confirming compliance with the requirements included in Annex A and highlighting any possible differences.	
4.	Written declaration confirming the commitment to intervene in case of emergency within 1 or 2 hours for the elevator maintenance and within 24 hours for the air conditioner maintenance and windows cleaning services.	
5.	Duly filled signed and stamped copy of Vendor Registration Form (Annex D) or, if the company is already registered with UNHCR, an empty Vendor Registration Form clearly indicating the UNHCR Vendor ID.	
6.	Bank statement including the account number, name and currency (TND) (unless the company is registered with UNHCR, and the bank details have not changed)	
7.	Duly Signed and stamped Annex E (UNHCR General Terms and Conditions).	
8.	Duly signed and stamped Annex F (UN Supplier Code of Conduct).	
9.	Duly signed and stamped confirmation on the UN/UNGM/EU sanction list: (Annex G)	