

Bidder must submit information on the below DATA SHEET, and include it in their Technical Offer.	
Name of the Company:	
1	NTN #
2	STRN #
3	FORM H / SECP #
4	<p>Company Contact Details</p> <p>Name:</p> <p>Email:</p> <p>Telephone:</p>
5	<p>Company Profile</p> <p>Bidders shall provide complete company profile containing;</p> <p>1) short description of your company;</p> <p>2) copies of the company's certificate of registration of the business; tax registration documents; PEc Registration chamber of commerce registration document etc.</p> <p>3) copy of last three (03) years audited financial statement showing a minimum turnover of PKR 200-300 Million ;</p> <p>4) copies of experience certificates, POs / Contracts / Work orders of the relevant nature having cost of atleast PKR 150-200 Million each in the last five (05) years ;</p> <p>All documents must be credible with letter heads and/or stamps of issuing authority/ organizations.</p> <p>Yes, Provided:</p> <p>No, we do not Provide. Please state the reason:</p>
6	<p>Technical Capacity</p> <p>Proposal includes details of Technical Staff including PEC Registered</p> <ul style="list-style-type: none"> •1 x Project Manager •2 x Civil Engineers •1 x MEP (Mechanical, Electrical and Plumbing Engineer) •2 x Diploma Civil Engineers •1 x Quantity surveyor <p>Supported by valid work contracts and CVs, highest academic qualifications and valid PEC registration numbers. The Project Manager and Assistant must be PEC registered under the firm.</p> <p>Yes, Provided:</p> <p>No, we do not Provide. Please state the reason:</p>
7	<p>Responsiveness of the Proposal</p> <p>Proposal should contain the following key areas:</p> <ul style="list-style-type: none"> •Proposed approach/methodology for risk management •Work / Implementation schedule for each building/structure •Gantt chart and critical path analysis for each task •Deployment plan of resources including staff supervisors, project managers and materials •Quality assurance and risk mitigation measures •Resources allocation •Health hazards and safety plans •Quality testing methodology with respect to possible disruptions in achieving required quality •Proposed Project Reporting plan. <p>Yes, Provided:</p> <p>No, we do not Provide. Please state the reason:</p>
8	<p>Project completion Time</p> <p>UNHCR preferred project completion time is within a maximum of 180-240 calendar days from the date UNHCR sends an order to the supplier. Earlier delivery time will be preferred.</p> <p>Yes, we comply:</p> <p>No, we do not comply. Please state the reason:</p>
9	<p>Offer Validity (180 Calendar Days)</p> <p>Yes, we comply:</p> <p>No, we do not comply. Please state the reason:</p>
10	<p>Bidder accepts to provide Bid Security if requested by UNHCR separately at any later stage of the procurement process?</p> <p>Yes, we comply:</p> <p>No, we do not comply. Please state the reason:</p>
11	<p>Acceptance of UNHCR General Terms and Conditions for Civil Works</p> <p>Yes, we comply:</p> <p>No, we do not comply. Please state the reason:</p>
12	<p>Acceptance to abide by the UN Suppliers Code of Conduct.</p> <p>Yes, we comply:</p> <p>No, we do not comply. Please state the reason:</p>
<p>IMPORTANT NOTE:</p> <p>Since Information provided in the above tables and related attachments will be used to evaluate technical bids and decide on qualification or otherwise, therefore, please provide complete and clear information duly substantiated by documentary proof. Failure to provide the above-mentioned documents with your technical bid at the time of submission may lead to disqualification. Please note that only relevant information mentioned in article 2.4.1 should be submitted as irrelevant information will not be considered. Since the evaluation Committee will be short on time for evaluating large number of bids therefore, provision of required information in orderly manner is highly desirable which will facilitate evaluation of bids. Please provide a "Table of Contents" duly cross referenced with relevant attachments.</p>	

Authorized Person & Title: _____

Signature & stamp: _____

Date: _____