

ANNEX B- TECHNICAL OFFER FORM

Part (A) - Bidder must submit information on the below DATA SHEET, and include it in their Technical Offer.

<b>Name of the Company:</b>		
1	<b>NTN #</b>	
2	<b>STRN #</b>	
3	<b>FORM H / SECP #</b>	
4	<b>Company Contact Details</b>	Name: ..... Email: ..... Telephone: .....
5	<b>Company Profile</b> <i>Bidders shall provide complete company profile containing;</i> 1) short description of your company; 2) copies of the company's certificate of registration of the business; tax registration documents; chamber of commerce registration document; 3) copy of last audited financial statements or last year bank statement; 4) copies of experience certificates, and POs/contracts/work orders of the relevant nature with references (at least 2 similar orders);  <i>All documents must be credible with letter heads and/or stamps of issuing authority/ organizations.</i>	Yes, we comply: ..... No, we do not comply. Please state the reason: .....
6	<b>Delivery Lead Time</b> <i>Goods must be arranged, transported and delivered within a maximum of 60 days from the date UNHCR sends an order to the supplier. Earlier delivery time will be preferred.</i>  <i>UNHCR's expected delivery lead time for each lot is 30-90days, and expects bidders applying for multiple lots to have enough capacity to simultaneously deliver all lots.</i>	Yes, we comply: ..... No, we do not comply. Please state the reason: .....
7	<b>Delivery at the locations specified in Annex-B</b> <i>Potential supplier shall be responsible for the delivery of material and construction under respective lot(s) and shall cover all risks up to delivery locations mentioned in Annex C,</i>	Yes, we comply: ..... No, we do not comply. Please state the reason: .....
8	<b>Replacement of defected/broken items of Annex-B</b> <i>Potential supplier shall be responsible for replacement of defected/broken items</i>	Yes, we comply: ..... No, we do not comply. Please state the reason: .....
9	<b>Offer Validity (120 Calendar Days)</b>	Yes, we comply: ..... No, we do not comply. Please state the reason: .....
10	<b>Bidder accepts to provide Bid Security if requested by UNHCR separately at any later stage of the procurement process?</b>	Yes, we comply: ..... No, we do not comply. Please state the reason: .....
11	<b>Application for Single or Multiple Lot(s)</b> <i>Bidders must indicate whether applying for Single lot or Multiple lots? Also mention the interested Lot number(s) in the right column.</i>	Yes, we comply: ..... No, we do not comply. Please state the reason: .....
12	<b>Acceptance of UNHCR General Conditions for Provision of Civil Works</b> <i>Bidder must provide in their technical offer a signed/stamped copy of UNHCR General Conditions for Provision of Civil Works</i>	Yes, we comply: ..... No, we do not comply. Please state the reason: .....
13	<b>Acceptance to abide by the UN Suppliers Code of Conduct.</b> <i>Bidder must provide in their technical offer a signed/stamped copy of the UN Suppliers Code of Conduct.</i>	Yes, we comply: ..... No, we do not comply. Please state the reason: .....
14	<b>Vendor Registration Form</b> <i>Bidder must provide in technical offer the filled/completed vendor registration form with details of their company.</i>	Yes, we comply: ..... No, we do not comply. Please state the reason: .....

15	<p><b>Acceptance to offer Goods as per the Technical Specification in Annex-B</b></p> <p><i>Bidder must fill/complete the below table (Part B) and include it in their technical offer. Mandatory.</i></p>	<p>Yes, we comply: .....</p> <p>No, we do not comply. Please state the reason: .....</p>
16	<p><b>Relevant PO / Contract # 1</b></p> <p><i>Bidder must attach copies of relevant PO / Contract in support of the given information.(along with PO copy)</i></p>	<p>Year: .....</p> <p>Client Name: .....</p> <p>PO / Contract Description: .....</p> <p>PO / Contract Amount: .....</p>
17	<p><b>Relevant PO / Contract # 2</b></p> <p><i>Bidder must attach copies of relevant PO / Contract in support of the given information. (along with PO copy)</i></p>	<p>Year: .....</p> <p>Client Name: .....</p> <p>PO / Contract Description: .....</p> <p>PO / Contract Amount: .....</p>
18	<p><b>Relevant PO / Contract # 3</b></p> <p><i>Bidder must attach copies of relevant PO / Contract in support of the given information. (along with PO copy)</i></p>	<p>Year: .....</p> <p>Client Name: .....</p> <p>PO / Contract Description: .....</p> <p>PO / Contract Amount: .....</p>
19	<p><b>Relevant PO / Contract # 4</b></p> <p><i>Bidder must attach copies of relevant PO / Contract in support of the given information. (along with PO copy)</i></p>	<p>Year: .....</p> <p>Client Name: .....</p> <p>PO / Contract Description: .....</p> <p>PO / Contract Amount: .....</p>
20	<p><b>Relevant PO / Contract # 5</b></p> <p><i>Bidder must attach copies of relevant PO / Contract in support of the given information. (along with PO copy)</i></p>	<p>Year: .....</p> <p>Client Name: .....</p> <p>PO / Contract Description: .....</p> <p>PO / Contract Amount: .....</p>
21	<p><b>Financial Capacity</b></p> <p><i>Bidder must attach copy of the last year bank statement or audited financial statement with a minimum annual turnover amount of USD 60,000 - USD 100,000 or equivalent in local currency.</i></p>	<p>Sales turnover-2121-2022: .....</p>