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| **COMPANY NAME:** |  |

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| **I confirm that the following documents have been attached to our tender submission:** | **Indicate**  **Yes or No** |
| **In the Commercial/Registration Documents:**   * Copy of valid Business Registration Certificate submitted not less than 3 years * Valid Water management license issued by RURA submitted. * Tax clearance certificate for 2021 or instalment payment agreement submitted * You accept UNHCR payment terms (within 30 days after receipt of correct invoice) * Filled and signed Annex D (Vendor Registration Form) if not yet registered with UNHCR submitted * Acknowledged Annex E (General Conditions of Contracts) * Acknowledged Annex F (UN Supplier Code of Conduct) * Confirmation that your company is not on the Consolidated sanctions List   **In the Functional Proposal:**   * You proposed approach has been detailed in annex G * Proven expertise in water management for community use Rwanda with supporting POs and/or contracts within the past 15 years attached. * Financial records stated in annex G and Audited financial statements and/or bank statements for the past 3 years attached * Staffing capacity detailed in annex G and academic certificates and CVs attached.   **In the Financial Proposal in separate envelope:**   * Filled Annex C (Financial offer Form) – The financial offer should be submitted in both PDF version (stamped, dated, and signed) and EXCEL version | ☐  ☐  ☐  ☐ |

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| **COMPANY NAME:** |  |

**ACKNOWLEDGEMENTS:**

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| **I herewith confirm to have read and to acknowledge the UNHCR General Conditions for Provision of Services (Annex E):**    **­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Stamp:**  *Authorized Signature* |
| **I herewith confirm to have read and to acknowledge the UN Supplier Code of Conduct (Annex F):**  **­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Stamp:**  *Authorized Signature* |
| **I hereby confirm to have read and acknowledge that our company is not in the list of:**   * **UN Security Council Consolidated list of individual entities with association to Terrorist Organizations.**   *(available at:* [*https://www.un.org/sc/suborg/en/sanctions/un-sc-consolidated-list#entities*](https://www.un.org/sc/suborg/en/sanctions/un-sc-consolidated-list#entities)*)*   * **UN Secretariat Procurement Division list of suspended or removed vendors.** * **UNGM/World Bank list of suspended or debarred vendors.**   **­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Stamp:**  *Authorized Signature* |
| **I hereby confirm and acknowledge that our services and the quality of water shall standards of the Rwandan standards board**  **­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Stamp:**  *Authorized Signature* |
| **Your Contact Details for this Tender:**  **Name:**  **Position:**  **Office Tel.**  **Cell no.**  **E-mail address:** |