BIDDER’S CHECK LIST ACTED Tunisia

Date / التاريخ: ____________________________ (to be indicated by the bidder)

BID N° / رقم المناقصة: ____________________________ [Subject]

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

<table>
<thead>
<tr>
<th>Description / الوصف</th>
<th>To be filled in by Bidder</th>
<th>Included من ضمن الحالي</th>
<th>For ACTED use only (to be filled in by Purchase Committee)</th>
<th>Present الحالي</th>
<th>Comments تعليقات</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes نعم</td>
<td>No لاألا</td>
<td>Yes نعم</td>
<td>No لاألا</td>
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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 on all pages. (compulsory)

3. PART 2 (form PRO-06) – Offer Form is attached, filled, signed and stamped by the supplier on all pages. (compulsory)

4. The prices in the Offer Form in LYD with detailed VAT (compulsory)

5. PART 3 (form PRO-06-01) – Bidders Questionnaire Form is attached, filled, signed and stamped by the supplier on all pages. (compulsory)

6. PART 4 – (form PRO-06-02) – Bidder’s Ethical Declaration is attached, filled, signed and stamped by the supplier on all pages. (compulsory)

7. Financial Service Provider Questionnaire is attached, filled, signed and stamped on all pages by the supplier. (compulsory)

8. The Bidding documents are filled in English

10. ANNEXES – Proofs of past performances (including example contracts or other evidence of performance) in a similar field of activity (e.g. distribution of cash, hand-to-hand, in field setting) are provided (compulsory)

11. ANNEXES – Proofs of references (minimum 4) (Compulsory)

12. ANNEXES – A Copy of the following documents included: (compulsory)
- Company Registration to operate in cash distribution service sector
- ID from Legal Representative
- Company Tax ID
13. ANNEXES - provide a map of your institution existing delivery points/agents/network in the areas targeted by ACTED.

Name & Position of Bidder's authorized representative / الاسم والمسمى الوظيفي لممثل الشركة في هذه المناقصة

__________________________________________

Authorized signature / توقيع المخول

__________________________________________

Stamp: