



BIDDER'S CHECK LIST ACTED Ukraine

Date:

Tender N°: T/64DUR/53F/PEC/Sieverodonetsk/AME/20-04-2021

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

Description	To be filled in by Bidder		For ACTED use only (to be filled in by Purchase Committee)		Comments
	Included		Present		
	Yes	No	Yes	No	
1. An original and one copy of the bid have been provided (compulsory)					
2. PART 1 (form PRO-05) – Instructions to Bidders is attached, filled, signed and stamped by the supplier. (compulsory)					
3. PART 2 Financial Proposal, filled, signed and stamped by the supplier. (compulsory)					
4. PART 3 Technical Proposal, filled, signed and stamped by the supplier. (compulsory)					
5. PART 4 CV(s) of the personnel deployed (including field team), filled, signed and stamped by the supplier. (compulsory)					
5. PART 5 (form PRO-06-01)– Bidders Questionnaire Form is attached, filled, signed and stamped by the supplier. (compulsory)					
6. PART 6 – (form PRO-06-02)– Bidder's Ethical Declaration is attached, filled, signed and stamped by the supplier. (compulsory)					
7. PART 7 –(form PRO-09.01)-General Conditions is attached, filled, signed and stamped by the supplier. (compulsory)					
7. The Bidding documents are filled in English.					
8. Annex A – Short-term consultancy for final project evaluation is signed (compulsory)					
9. ANNEXES – Proofs of past performances in a similar field of activity (e.g. past deliveries of similar items) are provided					
10. ANNEXES – A Copy of Company registration documents are included					

Name & Position of Bidder's authorized representative _____

Authorized signature _____

Stamp