

**BIDDER'S CHECK LIST ACTED [Moldova]**

Date: 07/09/2023

Tender N°: T/67FJJJ6G/IIC/CHS/07092023

**BEFORE SENDING YOUR BIDDING DOCUMENTS, PLEASE CHECK THAT EACH OF THE FOLLOWING ITEMS ARE COMPLETE AND RESPECTS THE INSTRUCTIONS TO BIDDERS CONDITIONS:**

#	Description	To be filled in by Bidder		For ACTED use only (to be filled in by Purchase Committee)		
		Included		Present		Comments
		Yes	No	Yes	No	
1	Instructions to Bidders (PRO-05) signed & stamped by the Bidder					
2	Original Offer Form (PRO-06) dated, filled, signed & stamped by the Bidder ( <i>detailed as per the requested currency</i> )					
3	Supplier Questionnaire (PRO-03.2) dated, filled, signed & stamped by the Bidder					
4	ACTED Ethical Declaration (PRO-06.2) dated, filled, signed & stamped by the Bidder					
5	Bidder's official registration documents					
6	Copy Bidder's legal representative national ID or passport					
7	ACTED General Conditions of Purchase (PRO 09) signed & stamped by the Bidder					
8	ANNEXES – Attestation of third-party liability for the whole duration of works					
9	ANNEXES – List and pictures of relevant assets and safety equipment to the works					
10	A copy of valid quality assurances with relevant certificates dating less than 3 months					
11	Proof that all workers on worksites are legally employed, and that all required authorizations as per national laws have been obtained					
12	Proof of Works done in the past (Contracts, Certification of completion, Pictures) in a separate sealed envelope (if relevant)					
13	Schedule of the works (timeline)					
14	List and pictures of relevant assets to do the works					
15	List and pictures of safety equipment					





16	Technical drawings as requested on the Offer Form (PRO-06)					
17	Topographic design as requested on the Offer Form (PRO-06)					
18	Any other compulsory item specified in the <b>Bidder's Checklist (PRO-06.3)</b>					

First & Last Name of Bidder's authorized representative: \_\_\_\_\_

Position of Bidder's authorized representative: \_\_\_\_\_

Authorized signature: \_\_\_\_\_

