## BIDDER’S CHECK LIST ACTED [AFGHANISTAN]

Date: 17/04/2024

Tender N°: **T/02FIB/PR6H01/KABUL/17/04/2024/001**

**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 *(detailed as per the requested currency)* |  |  |  |  |  |
| **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** | **Bidder’s legal representative national ID or passport** |  |  |  |  |  |
| **7** | **ACTED General Conditions of Purchase** signed & stamped by the Bidder |  |  |  |  |  |
| **8** | Present **Bidder’s Checklist (PRO-06.3)** dated, filled, signed & stamped by the Bidder |  |  |  |  |  |
| **9** | CV, Proof of Similar Past Experiences, Methodology and Work Plan **according to ToR** |  |  |  |  |  |

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

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

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