- Copy of business license
- Copy of tax ID
- Financial statements/audit reports for the last 3 years
- List of clients for similar service in the past 3 years with contact information
- Sample report(s) from previous assignments in the last 3 years
- Indicate the quality assurance measures in data collection, validation and analysis to be in place
- First draft of the report (with dataset) to be shared by two weeks from conducting the survey and final report by four weeks
- Organizational chart and CVs of staff working on the project including the project manager. Previous experience in conducting research projects. Excellent command of English (Spoken and written) and quality report writing.