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| **TECHNICAL BIDDERS RESPONSE: استجابة العرض الفني*** **Please read the Annex A and the RFP Cover Letter carefully and fill in your response below**

**يرجى قراءة نص المناقصة ( RFP ) والملحق ( Annex A ) بعناية وملئ المطلوب بما يلزم.*** **Please note that the given space under each section should not limit your response, please type more if required**

**يرجى الملاحظة بان المساحة المعطاة في الجدول ادناه يجب ان لا يقيد من حجم الاستجابة الذي ترغبون بكتابتها، يرجى كتابة اكثر اذا ما تطلب** |
|  **اسم الشركةCOMPANY NAME:** |  |
| **Submission of a valid business commercial company registration certificate/license. (Submitted: YES/NO). Failure to provide the above-mentioned certificate may result in disqualifying your offer**:**Description of your company Profile (core business, qualifications, company management structure, years in business, number of clients (.*** + - **يرجى كتابة سنة تأسيس الشركة، مجال عمل الشركة، مؤهلات الشركة، سنوات خبرة الشركة في مجال العمل، عدد العملاء.**

 **Description of your company’s experience:** **1. Experience in Syrian refugee-related research:****2. Number and relevance of similar projects currently underway and successfully completed in the past ten (10) years. Please provide minimum three (3) projects (with proof of contracts). Projects execute to UN/NGO agencies and relating to refugee communities is considered as an advantage.** **Please state at least 2 current or former client for reference check (references from UN/NGO agencies and relating to refugee communities is considered an advantage):*** + - **يرجى ذكر أسماء المعرفين وعددهم، بما في ذلك معرفين من منظمات الامم المتحدة والمنظمات الغير ربحية.**

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| Client Name أسم العميل  | Contact Name (Focal Point) اسم الشخص الذي يمكن التواصل معه | Contact Emailايميل  | Contact Tele.Numberهاتف الشخص |
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**Description of your organization’s understanding of the requirement – i.e. description of method and approach to address the published TORs (including – inter alia – research, methodology and proposed reporting strategy);** * **وصف فهم الشركة للمتطلبات العطاء.**

**Submission of your company's policy or standard procedures governing Data Protection with experience in addressing the mentioned policies and mechanisms:****Description of your Company qualitative statistical experience (with emphasis on the design and use of comparative analysis methods and tools) and quantitative statistical experience (including econometric modelling, report writing and presentation development):****Description of experience working on assessment surveys and/or evidence synthesis that informs policy:****Submission of one (1) sample report (5 pages max.) for each output (i.e. two in total if the bidder quotes for both output n.1 and n. 2) (Submitted: YES/NO). Failure to provide the above-mentioned certificate may result in disqualifying your offer**:**Describe and demonstrate (through copies of sample contracts, medical coverage and leave plan) your company’s commitment to staff welfare considering staff working hours, salary scale, health insurance, vacations:** |

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| **I confirm that the following documents have been attached to our companies technical proposal: اوكد بان عرضي الفني يتضمن المرفقات ادناه**  | **Indicate** **Yes or No**(Next to each listed doc.) |
|  * Copy of valid business commercial certificate/license

صورة عن السجل التجاري (ساري المفعول) صادرعن غرفة التجارة. * Filled Annex B (Technical Offer Form)

ملحق ب – (نموذج استجابة العرض الفني )* Filled and signed Annex D (Vendor Registration Form)

نموذج تسجيل عارض موقع* Signed/Acknowledged Annex E (General Conditions of Contracts) and UN Supplier Code of Conduct (Annex F) – Use next page of this document

دفتر الشروط العامة الموقعة* If available: financial statements, audit reports

اذا توفر: تقرير الوضع المالي من الرقابة المالية* Filled Annex C (Financial Offer Form) clearly marked and submitted separate from technical offer

نموذج عرض مالي معبأة (مرفق بشكل منفصل) | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

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| **اسم الشركةCOMPANY NAME:** |  |

**ACKNOWLEDGEMENTS:**

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| **I herewith conform to have read and to acknowledge the UNHCR General Conditions for the Provision of Services (Annex E):****­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Stamp:الختم** *Authorized Signatureتوقيع المصرح* |