**TECHNICAL BIDDERS RESPONSE**: **استجابة العرض الفني**

**INSTRUCTIONS:**

|  |  |
| --- | --- |
| 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 |
| 1. **COMPANY PROFILE:**
 |
| **Company Name ((اسم الشركة:** |  |
| **IMPORTANT:*****Failure to submission of any of the four (4) below mentioned information or documents may result in disqualifying of the offer.*** |
| 1. Valid business commercial company registration certificate/license.
 | Please Circle:**Yes / No** |
| 1. Valid company business bank account (as per section 2.4.2 of the Cover Letter).
 | Please Circle:**Yes / No** |
| 1. Sample Report
 | Please Circle:Yes / No |
| 1. **EXPERIENCE:**
 |
| Description of your company Profile (core business, years of experience, number of clients) |
| Submission of valid certificate from the Ministry of Water and Irrigation (MWI), or any certifications, license or qualifications from the UKAS Board and/or any other specialized internationally recognized entities, if available. |
| 1. Similar projects currently ongoing and successfully completed in the past five (5) years. Please provide minimum five (5) projects (with proof of contracts).
 |
| 1. Please state at least 5 current or former clients for reference check (references from UN agencies/NGOs and relating to refugee communities is considered an advantage):

يرجى ذكر أسماء المعرفين ، بما في ذلك معرفين من منظمات الامم المتحدة والمنظمات الغير ربحية.  |
| Client Name أسم العميل | Contact Name (Focal Point) اسم الشخص الذي يمكن التواصل معه | Emailالبريد الالكتروني | Contact Numberالهاتف  |
| 1. |  |  |  |
| 2. |  |  |  |
| 3. |  |  |  |
| 4. |  |  |  |
| 5. |  |  |  |
| 1. **Company’s Capacity:**
 |
| 1. Description of the organization’s understanding of the requirement - i.e. description of method and approach to address the published TORs/tasks (including – inter alia – the water testing exercise methodology, proposed reporting strategy);

 وصف فهم الشركة لمتطلبات العطاء |
|  |
| 1. Proposed timeframe to perform the service for all locations:
 |
|  |
|  |
| 1. **Staffing and Personnel:**
 |
| 1. Details of any relevant certifications/qualifications.
 |
|  |
| 1. CVs of the proposed staff – project manager and technicians (maximum 2 pages each) who will be dedicated to the project
 |
|  |
| **I hereby confirm that the following documents have been attached to our company’s technical proposal:** **:اوكد بان عرضي الفني يتضمن المرفقات ادناه** | **Please Indicate in the box:****Yes or No** |
| Copy of valid business commercial certificate/licenseصورة عن السجل التجاري (ساري المفعول) صادرعن غرفة التجارة |  |
| Filled Annex B - Technical Offer Formملحق 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 documentدفتر الشروط العامة الموقعة |  |
| If available, any financial statements or audit account reports.اذا توفر: تقرير الوضع المالي من الرقابة المالية |  |
| Filled Annex C - Financial Offer Form clearly marked and submitted separate from technical offerنموذج عرض مالي معبأة (مرفق بشكل منفصل |  |
| **ACKNOWLEDGEMENT****herewith conform to have read and to acknowledge the UNHCR General Conditions for the Provision of Services (Annex E):****­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Stamp: الختم** *Authorized Signature توقيع المصرح*  |