**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 | Email  البريد الالكتروني | | | Contact Number  الهاتف |
| 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/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, 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 offer  نموذج 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* | | | | | |