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| Please read the TOR and the RFP Cover Letter carefully and fill in your response below | |
| Please note that the given space under each section should not limit your response, please type more if required | |
| COMPANY NAME: |  |
| A. Mandatory Criteria (Pass or Fail): | |

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| a. Certificates: please confirm whether the below certificates/licenses/documents have been provided: | | |
| **Document** | **Submitted** | **If not, please explain** |
| Copy of valid Business Registration Certificate/License | ☐ |  |
| Submission of brochure with detailed technical specifications, pictures and operating manual for the offered products | ☐ |  |
| Submission of the design of the power and control infrastructure | ☐ |  |
| Submission of certificate as authorized reseller of the motorized shades system in Jordan | ☐ |  |
| The solar performance metrics is submitted for all suggested fabrics | ☐ |  |
| LEED Submittals: documentation of the system solar automation solutions contribution to LEED credits. | ☐ |  |
| b. Years in business: Please confirm that your company has a minimum of 3 years in the business of tubular motors and natural light control systems; | | |
| c. Years in business for the manufacturer: Please confirm that the manufacturer has minimum 10 years of experience in manufacturing tubular motors and natural light control systems with minimum total production capacity of 100 million motors | | |
| d.  Valid Bank Account: Please confirm that the company holds a valid commercial bank account as per para 2.4.2 of the tender Cover Letter (i.e. Commercial Bank Account carrying the name of the registered business/company – no individual/personal bank account). | | |
| e.  Authorized service centres: Please confirm that your company has an authorized service centre in Jordan. | | |
| f. BAS/BMS: Please confirm that the offered system allows for the integration with and full control by BAS/BMS - KNX based solution or alternative is offered. | | |
| g. Confirmation that all works will be supervised by a syndicated and certified Electrical engineer during all phases of the installation. | | |
| h. Items and submittals for the identified two phases | | |
| i. Provide the required documentation for items where the contractor is not an authorized dealer | | |
| j. Submission of the filled in BoQ (no price to be included) | | |
| k. Submission of the proposed project implementation time by including all needed phases of the project for the given scenario (1,000 sqm) - upon PO’s issuance until the completion of the project. | | |

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| B. Weighted Criteria: |

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| Description of your company Profile (core business, qualifications, company management structure, years in business, number of clients): | | | | |
|
| Description of your company’s experience. 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, such as copy of contract or POs): | | | | |
| Please state at least three (3) current or former client for reference check: | | | | |
| **Client Name** | **Contact Name (Focal Point)** | **Contact Email** | **Contact Tel. Number** | |
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| Organization’s understanding of the requirement – i.e. description of methodology and approach to address the published TORs (including – 1/ energy efficiency and 2/ other environmental impact requirements; the proposed implementation time for the given qty/scenario; 3/ warranty terms): | | | | |
| Description of method and approach to address the published TORs including – inter alia – provision of: | | | | |
| **Proof, Certificate, description of:** | **Submitted** | **Comment** | | |
| Energy efficiency (1): | | | | |
| Energy efficiency of the overall solution | ☐ |  | | |
| Reduction of CO2 footprint | ☐ |  | | |
| Comfort of occupants | ☐ |  | | |
| UV Protection | ☐ |  | | |
| Minimize solar glare | ☐ |  | | |
| Enhance the visual environment and preserving the view | ☐ |  | | |
| Minimize heat gain | ☐ |  | | |
| Optimize the use of natural lighting | ☐ |  | | |
| Optimize the use of natural lighting | ☐ |  | | |
| LEED points contribution by implementing the solution | ☐ |  | | |
| Motors are tested and approved by the major global safety testing laboratories UL, CUL, TUV, ETL, CE, VDE | ☐ |  | | |
| Environmental Impact (2): | | | | |
| Materials/components impact on the environment (Environmental Impact, Life Cycle Assessment, Recycling) | ☐ |  | | |
| Acoustics | ☐ |  | | |
| Fire performance | ☐ |  | | |
| Thermal performance | ☐ |  | | |
| Effect of moisture | ☐ |  | | |
| Biological | ☐ |  | | |
| Availability of environmental impact certification as Green Guard and Oekotex standard 100 (or equivalent) | ☐ |  | | |
| TCO and miscellaneous (3): | | | | |
| Available hotline, and response to trouble calls within twenty-four (24) hours on working days | ☐ |  | | |
| Minimum 5 years of warranty on motors with 100% motor replacement non-depreciating warranty | ☐ |  | | |
| Maintenance and warranty coverage for motor and fabric | ☐ |  | | |
| Solution design efficiency | ☐ |  | | |
| Submission of Shop Drawings to include sections, details, materials, operating components, dimensions, gauges, finishes and integration with operating components and adjacent construction To include typical system single-line control wiring diagrams and typical sequence of operation:  Submission of LEED documentation of the system solar automation solutions contribution to LEED credits: | | | | |
| List and relevant CV (maximum 1 page each), of the Project Manager and the Engineer that will supervise the required works: | | | | |
| **I confirm that the following documents have also been attached to our company’s proposal:** | | | | **Indicate** |
| **Yes or No** |
| (Next to each listed doc.) |
| Annex C: Financial Offer Form (filled in, stamped and signed) | | | |  |
| Annex D: Vendor Registration Form (filled in, stamped and signed) | | | |  |
| Annex E: UNHCR General Conditions of Contracts for the Provision of Goods and Services (stamped and signed) | | | |  |
| Annex F: UN Supplier Code of Conduct (stamped and signed) | | | |  |
| If available: financial statements, audit reports | | | |  |

Name and Title

Signature

Stamp