**Annex – G**

**Technical Proposal Form**

**Bidders Should Complete and Submit this Form as Part of their Technical Proposal.**

|  |  |  |
| --- | --- | --- |
| **Other Information pertaining to our Quotation are as follows:** | ***Yes, we comply OR State, as required*** | ***No, we cannot comply (state as required)*** |
| **Your offer is in English** |  |  |
| **Valid business registration certificate is included in the technical envelop.** |  |  |
| **Audited financial statements or bank statements for the past 3 years included in your offer** |  |  |
| **Offer Validity:** (90 Calendar Days) |  |  |
| **You have attached registration or purchase documents of your concrete mixer, excavator, and compactor.** |  |  |
| **Acceptance of UNHCR General Terms and Conditions for Goods and Services** |  |  |
| **You accept to abide by the UN Supplier Code of Conduct and included in your technical offer** |  |  |
| **You accept UNHCR payment terms i.e., 30 days after receipt of correct invoice** |  |  |
| **There is no corrective fluid on your financial offer. *(Any offer with corrective fluid will be disqualified)*** |  |  |
| **Please, state the physical address of your company/Firm.** |  | |
| **Please, state your company’s email address and telephone numbers through which you can be contacted.** |  | |

**BIDDER’S PROPOSED APPROACH AND METHODOLOGY**

**You may complete this section in English language or Arabic.**

1. Please, briefly state below you’re understanding and interpretation of the information in the annex B drawings and annex BOQ and financial offer form. What is the scope and objective of the works? (5 marks)
2. Please briefly present below your technical approach and methodology for the following (10 marks)
3. Mobilization of materials and labor
4. Monitoring and reporting during the various phases of the project.
5. Please kindly present your construction management plan with respect to prioritization and timing. Conduct a critical path analysis and clearly identify what they are if any. You may insert or attach a table/Gantt chat show your implementation plan. (10 marks)

1. General and relevant experience. Please fill out the template below to show your experience in construction and renovation works with the UN, other international organizations, embassies, government of Sudan etc. You may add lines if necessary (30 marks)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Client Name** | **Contact** | **Nature of Work (Description of works executed)** | **Contract Value (inclusive of VAT)** | **Contract Duration start date & end date** | **Signed reference letter or completion certificate attached (Indicate Yes/No)** |
| 1. | Tel: |  |  |  |  |
| Email: |
| 2. | Tel: |  |  |  |  |
| Email: |
| 3. | Tel: |  |  |  |  |
| Email: |
| 4. | Tel: |  |  |  |  |
| Email: |
| 5. | Tel: |  |  |  |  |
| Email: |

**BIDDER’S RELEVANT EXPERIENCE IN CONSTRUCTION**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Category of Employee** | **Name** | **Qualification** | **Years of relevant experience** | **Certificate attached Please state yes/no** |
| Lead Resident engineer |  |  |  |  |
| Assistant resident engineer |  |  |  |  |
| Quantity surveyor |  |  |  |  |
| Plumber |  |  |  |  |
| Electrician |  |  |  |  |

**BIDDER’S KEY STAFFING PROPOSAL**

1. Please fill in the table names and experiences of your staff members that shall be deployed to the project. UNHCR shall periodically verify their effective presence during implementation. You may add lines if necessary (30 marks)
2. Your financial capacity. Please attached copies of you audited financial statements or bank statements for the past 3 years showing a minimum turn over of USD 300, 000 or equivalent in SDG per year. Bank statement credit lines after 12 August 2021 shall not be considered. (15 marks)

Company Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Authorized Person & Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature & stamp: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_