**Annex – G**

**Technical Requirements 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 in included in the envelop** |  |  |
| **Audited financial statements or bank statements for the past 5 years included in your offer** |  |  |
| **Offer Validity:** (90 Calendar Days) |  |  |
| **Acceptance of UNHCR General Terms and Conditions for Goods and Services** |  |  |
| **You have accepted to abide by the UN Supplier Code of Conduct and included in your technical offer** |  |  |
| **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 email address and telephone numbers through which you can be contacted.** |  |
| **State the physical address where your key equipment will be inspected. (*Plain casing 8 5/8 inch, and stainless steel, continuous slot Johnson screen 8 5/8 inch******Pumping unit and Air compressor Drilling mud (bentonite) 7 to 8Tons)***  |  |

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

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

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

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

**BIDDER’S PROPOSED APPROACH AND METHODOLOGY**

Please briefly present below your technical approach and methodology showing your understanding of special borehole drilling requirements with respect to the following and how you shall ensure them during the drilling:

1. Plain and screen casing,
2. Gravel packing,
3. Testing,
4. Sanitation
5. Work culture
6. Risk management in drilling
7. Borehole development
8. Environmental protection
9. Safety and lost borehole

**BIDDER’S DRILLING MANAGEMENT PLAN**

Please present your implementation plan with respect to the various stages of the works up to completion and handover to UNHCR. You plan must be very realistic and must show the number of days for deployment of equipment, setup of drilling site, drilling days with expected milestones per day/week, and execution of post drilling activities. You may attach a Gantt chart.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **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 EXPERIENCE IN BOREHOLE DRILLING**

|  |  |  |  |
| --- | --- | --- | --- |
| **Category of Employee** | **Name** | **Qualification** | **Years of relevant experience** |
| Lead graduate WASH Engineer |  |  |  |
| Quality Assurance technician |  |  |  |
| Plumber |  |  |  |
| Driller |  |  |  |

**BIDDER’S KEY STAFFING PROPOSAL**

**Please attach CVs and certificates.**

SIGNATURE: DATE:

(of person authorized to sign on behalf of the Bidder)