

**ANNEX I - RFP/SOADEN/004/22 FOR PROVISION OF CUSTOM CLEARANCE SERVICES  
SUBMISSION CHECKLIST AND ACKNOWLEDGEMENTS**

<b>COMPANY NAME:</b>	
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I confirm that the following documents have been attached to our tender submission:	Indicate Yes or No
<p><b>1. In the Technical separately as per Annex J:</b></p> <ul style="list-style-type: none"> <li>- Copy of valid Business Registration certificate</li> <li>- Copy of valid Work permit, Trading license and Tax membership</li> <li>- Documents proofing 5 years of experience</li> <li>- Filled and signed <b>Annex C</b> (Vendor Registration Form)</li> <li>- Filled and signed <b>Annex I</b> (Submission Checklist and Acknowledgements)</li> <li>- Acknowledged Annex D (General Conditions of Contracts) – <i>Use next page of this document <b>Annex I</b></i></li> <li>- Acknowledged Annex E (UN Supplier Code of Conduct) – <i>Use next page of this document <b>Annex I</b></i></li> <li>- Confirm that our company is not on the Consolidated United Nations Security Council Sanctions List - <i>Use next page of this document <b>Annex I</b></i></li> </ul>	<div style="text-align: center;">_____</div> <div style="text-align: center;">_____</div> <div style="text-align: center;">_____</div> <div style="text-align: center;">_____</div> <div style="text-align: center;">_____</div> <div style="text-align: center;">_____</div> <div style="text-align: center;">_____</div> <div style="text-align: center;">_____</div> <div style="text-align: center;">_____</div>
<p><b>2. In the Financial Offer separately as per Annex J:</b></p> <ul style="list-style-type: none"> <li>- Filled Annex B (Financial Offer Form) – <i>The financial offer should be submitted in a sperate email (stamped, dated and signed)</i></li> </ul>	<div style="text-align: center;">_____</div>

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**ACKNOWLEDGEMENTS:**

**I herewith confirm to have read and to acknowledge the UNHCR General Conditions for Provision of Services (Annex D):**

\_\_\_\_\_  
*Authorized Signature*

**Stamp:**

**I herewith confirm to have read and to acknowledge the UN Supplier Code of Conduct (Annex E):**

\_\_\_\_\_  
*Authorized Signature*

**Stamp:**

**I herewith confirm that our company is not on the Consolidated United Nations Security Council Sanctions List**

*(available at: <https://www.un.org/sc/suborg/en/sanctions/un-sc-consolidated-list#entities>)*

\_\_\_\_\_  
*Authorized Signature*

**Stamp:**