UNHCR

ANNEX I - RFP/SOADEN/005/22 FOR PROVISION OF SECURITY GUARD SERVICES
SUBMISSION CHECKLIST AND ACKNOWLEDGEMENTS

COMPANY NAME:	

I confirm that the following documents have been attached to our tender submission:	Indicate Yes or No
1. In the Technical Offer separately as per Annex J:	
- Copy of valid Business Registration certificate	_____
- Copy of valid Work permit, Trading license and Tax membership	_____
- Documents proofing 5 years of experience	_____
- Operational Office based in Aden	_____
- Valid Bid Security in form of Bank Guarantee	_____
- Filled and signed **Annex** C (Vendor Registration Form)	_____
- Filled and signed **Annex I** (Submission Checklist and Acknowledgements)	_____
- Acknowledged Annex D (General Conditions of Contracts) – *Use next page of this document **Annex I***	_____
- Acknowledged Annex E (UN Supplier Code of Conduct) – *Use next page of this document **Annex I***	_____
- Confirm that our company is not on the Consolidated United Nations Security Council Sanctions List - *Use next page of this document **Annex I***	_____
2. In the Financial Offer separately as per Annex J:	
- Filled Annex B (Financial Offer Form) – *The financial offer should be submitted separately as per **Annex J** (stamped, dated and signed)*	_____

COMPANY NAME:	

ACKNOWLEDGEMENTS:

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

_____ **Stamp:**
Authorized Signature

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

_____ **Stamp:**
Authorized Signature

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)

_____ **Stamp:**
Authorized Signature