



Prequalification for Construction Works

Prequalification of Contractors for the Construction of Solar Mini-Grids in Afghanistan (EOI/UNDP/AFG/2021/0000008463)

Date: 03 February 2021

UNDP invites interested suppliers/contractors to apply to the following Request for Expression of Interest (EOI):

1) Summary of EOI Proposal

The Green Climate Fund (GCF) approved the UNDP project titled “Afghanistan Rural Energy Market Transformation Initiative – Strengthening Resilience of Livelihoods Through Sustainable Energy Access”. The objective of the project is to kick-start rural renewable energy market transformation in Afghanistan and create the conditions for upscaling and long-term sustainability, through a combination of: (1) policy and regulatory design, facilitating public and private sector financing; (2) capacity building and awareness raising of the public and private sectors and end-users; and (3) investment in the set-up of 3 greenfield solar mini-grids and creation of an “upscaling platform” to facilitate additional solar mini-grid investments. The upscaling platform will consist of: (i) a knowledge platform, including a solar mini-grid practical development manual, online evidence and data sharing tools, and full technical studies for 5 additional mini-grids; (ii) development and mainstreaming of green procurement policies for solar mini-grids; and (iii) development and mainstreaming of environmental and social governance (ESG) policies for solar mini-grids.

Ultimately, the project aims to contribute, in a phased approach, to a large volume of solar mini-grid development in Afghanistan and – with the long-term improvement in macroeconomic and security conditions – the eventual involvement of private investment for mini-grid development beyond operation and maintenance only. This approach will create the basis for mainstreaming renewable energy mini-grid solutions and continued reduced GHG emission as compared to the alternative, diesel-generated power. The project will result in 173,179 tCO₂eq reduction from the implementation of 3 solar mini-grids. The implementation of three proof-of-concept solar mini-grid pilots will thereby address enhanced resilience to climate change impact for 49,000 beneficiaries, of whom 23,500 are women as a result of the additional services that will become available with Tier 3 level of energy access.

UNDP Afghanistan invites potential and experienced construction firms/companies to submit Prequalification applications for providing civil works services for a period of next two years (2021-2022) as and when required by UNDP. Upon completion of the evaluation of the Prequalification,

UNDP will include the selected firms/companies in the list of Prequalified vendors. Below list provides the details about the nature and types of construction activities/projects that UNDP will expect to undertake while implementing its projects, these are indicative activities and UNDP may include additional construction activities as it may require:

1. Construction, Installations, Commissioning and Testing of 600 kW solar powered utility with associated reticulation system in Bagram district of Parwan province
2. Construction, Installation, Commissioning and Testing of 1,000 kW solar powered utility with associated reticulation system in Panjwayee district of Kandahar province
3. Construction, Installation, Commissioning and Testing of 1,000k W solar powered utility with associated reticulation system in Gurbuz district of Khost province

Among three mini-grids, procurement of constructions of two mini-grids will be completed during the second quarter of year 2021 and that of one will be completed during the first quarter of year 2022. Eligible companies/joint-ventures/consortiums can submit the expression of interest for all three mini-grids.

Only qualified shortlisted companies will be invited for bids. Companies can submit their bids for the construction of either one or both mini-grids in year 2021. However, one company will be awarded only one mini-grid for construction. For one mini-grid construction in year 2022, all shortlisted companies can submit their bids for the competitive process.

Prequalification Application Process

1. Interested companies and/or associations/joint ventures must fill in the UNDP Prequalification Application and submit relevant documentation/information as to demonstrate that they are eligible and qualified to perform construction services/works as and when required by UNDP. In principle, UNDP intends to use the outcome of this exercise for Prequalification purposes in the context of procurement opportunities that may arise in the next two years starting from 2021 – 2022.
2. Completed applications as per the requirements should be submitted via e-tendering before or on Date and Time specified in the E-Tendering system (note that time zone indicated in the system is New York Time zone).

Applications received after the deadline will not be considered. Documents sent by hand, email or facsimile will not be accepted.

3. At any time prior to the deadline for submission of Prequalification Document, UNDP may, for any reason, whether at its own initiative or in response to a clarification requested by Applicants, modify the Prequalification Application and its attachments by amendment, including through provision of supplementary information. The amendment will be posted on the UNDP website.
4. If you need to request additional information, please write to procurement.af@undp.org with the email subject line as stated in the solicitation document e.g. [Ref. **EOI/UNDP/AFG/2021/0000008463– Solar Mini-Grid Projects**]. Applications received without reference number in the subject line will not be entertained and will result in the rejection of submission.
5. The team will provide necessary information within due date. However, any delay in providing such information will not be considered a reason for extending the submission date of

Prequalification. All/any query regarding the submission of EOI may be sent prior to the deadline at the e-mail mentioned above.

6. Any requests for clarification about the contents of the Prequalification Application shall be sent no later than 5 days prior to the submission deadline. No phone calls will be accepted. Answers to questions/inquiries will be posted on UNDP website, on which this EOI is posted.
7. Completion of the Prequalification Application and submission of relevant documentation is compulsory as indicated in the Bid Data Sheet. Applications with incomplete submissions shall be disregarded.
8. All applicants are required to comply with Afghanistan's Statutory Regulation.

Yours sincerely,



Shadi Hussein
Procurement Specialist
Head of Supply Chain Management Office
UNDP Afghanistan

Instructions to Applicants

In addition to the essential guidance/instruction (provided through the cover letter) vis-à-vis application for the PREQUALIFICATION, the following are also to be considered during the submission.

A. General

1. **Scope of Application:** UNDP Afghanistan Procuring entity (The Employer) issues this PREQUALIFICATION to applicants interested in bidding for Construction activities for the next two years (2021-2022).
2. **Eligible Applicants:**
 - An applicant shall be a Joint Venture or legally established firms/companies. Individual persons are not eligible to apply in their individual capacities.
3. **Contents of PREQUALIFICATION:** The document for the Prequalification consists of the annexes indicated below, and should be read in conjunction with any Addendum that may be issued by UNDP.
 - Annex 1 - Application Submission Form (plus JV Declaration)
 - Annex 2 - Check list as part of Application
 - Annex 3 - Application Form A-1: General Experience
 - Annex 4 - Application Form A-2: General Experience Record
 - Annex 5 - Application Form A-3: Joint Venture Summary
 - Annex 6 - Application Form A-4: Particular Experience Record
 - Annex 7 - Application Form A-5: Details of Contracts of Similar Nature and Complexity-
 - Annex 8 - Application Form A-6: Summary Sheet: Current Contract Commitments/Works in Progress
 - Annex 9 - Application Form A-7: Personnel Capabilities
 - Annex 10 - Application Form A-8: Candidate Summary
 - Annex 11 - Application Form A-9: Equipment Capabilities
 - Annex 12 - Application Form A-10: Financial Capability
 - Annex 13 - Application Form A-11: Litigation History
4. **Amendment of PREQUALIFICATION:**
 - At any time prior to the deadline for submission of applications, UNDP may amend the Prequalification by issuing addendum.
 - Any addendum issued shall be part of the PREQUALIFICATION and shall be communicated in writing by posting the addendum to the web page(s) on which the Prequalification is posted.
 - To give prospective applicants reasonable time to take an addendum into account in preparing their applications, UNDP may, at its discretion, extend the deadline for the submission of applications.

B. Preparation of Applications

5. **Cost of Applications:** The Applicant shall bear all costs associated with the preparation and submission of its application. UNDP will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the Prequalification process.
6. **Language of Application:** The application prepared by the Applicant and all correspondence and documents relating to the application exchanged by the Applicant and UNDP shall be in the **English** language.

C. Submission of Applications.

- Applications must be submitted through e-tendering system <https://etendering.partneragencies.org> Business Unit: AFG10 and Event ID 0000008463
- Once uploaded, Prospective bidder (i.e. bidder that have accepted the bid Invitation in the system) will be notified via email that changes have occurred. It is the responsibility of the bidder to view the respective changes and clarifications in the system.
- The step by step instructions for registration and proposal submission through the UNDP ATLAS E-tendering system is available in the **“Instructions Manual for the Bidders”**.
- Date and Time of submission deadline: As specified in the E-Tendering system (note that time zone indicated in the system is New York Time zone).
- Try to submit your RFI and supporting documents at least a day prior or well before the closing time. Do not wait until last minute. If you face any issue submitting your bid at the last minute, UNDP may not be able to assist.

Late submitted applications shall be rejected.

D. Procedures for Evaluation of Applications

7. Clarification of Applications

- To assist in the evaluation of applications, UNDP may, at its discretion, request in writing any Applicant for a clarification of its application which shall be submitted within a stated reasonable period of time.
- If an Applicant does not provide clarifications of the information requested by the date and time set in UNDP’s request for clarification, its application may be rejected.

E. Evaluation of Applications

Evaluation of Applications: UNDP shall use the factors, methods, criteria, and requirements defined in The Bid Data Sheet, Application Forms (from Annex 1 to Annex 13) to evaluate the qualifications of the Applicants.

8. Pre-qualification will be based on the Applicant’s General Experience, Personnel Capabilities, Equipment Capabilities and Financial Position as demonstrated by the Applicant’s responses in the forms attached to this letter. UNDP reserves the right to waive minor deviations, if these don’t materially affect the capability of an applicant to perform the contract. Sub-contractor’s experience and resources shall not be taken into account in determining the Applicant’s compliance with the qualifying criteria. However, Joint Venture experience & resources shall be

considered. Consortium or Association of firms will be considered for similar treatment as in case of Joint Venture.

Overall marks in each category

Sr. No.	Category	Criteria
1.	General Experience	50
2.	Personnel Capabilities	Pass/Fail (must meet minimum requirement)
3.	Equipment Capabilities	10
4.	Financial Position	Pass/Fail (must meet minimum requirement)

The procurement of constructions of the three mini-grids are open for both national and international qualified companies. However, for international companies, it is mandatory to have a joint-venture or consortium with the locally registered construction company. If the international company is the lead company for the procurements, the local JV company must have a share of at least 30% in this procurement process (see Joint-venture Declaration Form in the Bid Data Sheet).

General Experience

Credit Marks for experience shall be awarded on the basis of following qualifications:

#	Description	Maximum Points
1	General experience (lead or sub-company)	25
1.1	<p>a) Minimum 4 years of experience in the 'procurement, supply, construction, testing and commissioning of a solar electrical mini-grid with the capacity of at least 1 MW including the medium voltage distribution line and service drops' within last 8 years. 25 points</p> <p>b) If not 'a', Minimum 4 years of experience in the 'procurement, supply, construction, testing and commissioning of a hydropower electrical mini-grid with the capacity of at least 1 MW including the medium voltage distribution line and service drops' within last 8 years. 15 points</p>	
2	Experience in Afghanistan (lead or sub-company)	10
2.1	<p>a) Minimum 2 years of experience in the 'procurement, supply, construction, testing and commissioning of a solar or hydropower electrical mini-grid with the capacity of at least 1 MW including the medium voltage distribution line and service drops' within last 5 years in Afghanistan. – 10 points</p> <p>b) If not 'a', minimum 2 years of experience in the 'procurement, supply, construction, testing and commissioning of a solar or hydropower electrical mini-grid with the capacity of at least 500 kW including the medium voltage distribution line and service drops' within last 5 years in Afghanistan. – 7 points</p>	

#	Description	Maximum Points
	c) If not 'a' and 'b', minimum 2 years of experience in the 'procurement, supply, construction, testing and commissioning of a solar or hydropower electrical mini-grid with the capacity of at least 100 kW including the medium voltage distribution line and service drops' within last 5 years in Afghanistan. – 5 points	
3	Project in hand- currently being implemented in Afghanistan or outside (lead or sub-company)	10
3.1	<p>a) 'Procurement, supply, construction, testing and commissioning of a solar or hydropower electrical mini-grid currently being implemented with the capacity of at least 1 MW including the medium voltage distribution line and service drops. – 10 points</p> <p>b) If not 'b', 'Procurement, supply, construction, testing and commissioning of a solar or hydropower electrical mini-grid currently being implemented with the capacity of at least 500 kW including the medium voltage distribution line and service drops. – 7 points</p>	
4	Work with Government Organizations/ UN or other international agencies. (Provide complete clientele list)	5
	Total	50

Note: The applicant must secure at least 60% score (30 points) to be qualified for future bidding opportunities.

Personnel Capabilities

Companies and/or associations/joint ventures must have the following key personnel.

#	Main Expertise & Profession	Experience & Qualifications	Years of Experience (in similar position)	QTY
1	Team Leader (Kabul based)	At least Bachelor's degree in Solar Energy Engineering, Renewable Energy Engineering, Electrical Engineering, Civil Engineering, Architect, Environmental Engineering, or relevant field. Shall have advance certificate of expertise in Project Management or similar/ equivalent. CV shall be attached.	7	1
	Project Manager (field based)	At least Bachelor's degree in Solar Energy Engineering, Renewable Energy Engineering, Electrical Engineering, or relevant field. CV shall be attached.	5	1

#	Main Expertise & Profession	Experience & Qualifications	Years of Experience (in similar position)	QTY
	Solar Photovoltaics engineer (field based)	At least Bachelor's degree in Solar Energy Engineering, Renewable Energy Engineering or relevant field. CV shall be attached.	2	1
	Distribution Line engineer (field based)	At least Bachelor's degree in electrical Engineering or relevant field. CV shall be attached.	2	1

Equipment Capabilities

Credit Marks shall be awarded on the basis of the following criteria:

#	Equipment Type and Characteristics	Maximum Points
Construction equipment		
1	Excavator, 1 Unit	1
2	Compactor, 1 Unit	1
3	Dump Truck, 1 Unit	1
4	Concrete Mixer, 2 units	1
5	Welding Machine, 1 unit	1
6	Generator, 1 Units	0.5
Transmission and Distribution equipment		
7	Reel Pay Off Stand, 1 unit	1
8	Bullwheel or Tensioner, 1 Unit	1
9	Sheaves (Travelers or Pulley Blocks), 1 Unit	1
10	Anti-twist Devices, 1 unit	0.5
11	Jeep/Car/Pick-up Truck (For supervision), 2 units	1
	Sub-total	10

Note: The applicant must secure at least 60% score (6 points) to be qualified for future bidding opportunities.

Financial Position

Companies and/or associations/joint ventures must meet the following financial requirements.

#	Description	
1	Minimum average annual turnover of USD 1,000,000 for the last 3 years (2017-2018-2019). Companies must submit Audited Financial	Form: Annex 4

	Statement (Income Statement and Balance Sheet) including Auditor's Report for verification. <i>(For JV/Consortium/Association, all Parties cumulatively should meet requirement).</i> UNDP has the right to reject any bid if submitted by a contractor whom investigation leads to a result that he is not Financially capable and/or had serious financial problems.	
2	Quick Ratio (QR) of not less than 1.0; bidders may use the form of Balance Sheet to calculate QR; If QR is less than 1, UNDP shall verify financial capacity of the bidder and has the authority to seek references from concerned parties & banks on the bidder's financial standing. UNDP reserves the right to reject any bid if submitted by a contractor whom the investigation leads to a result that he/she is not financially capable and/or had serious financial problems.	Form: Annex 12
3	Liquid assets and/or credit facilities, net of other contractual commitments and exclusive of any advance payments which may be made under the Contract, of no less than USD 500,000. Proof of access to lines of credit via an official unconditional bank credit letter (An Official letter from bidder's bank certifying the actual approved credit facilities ceiling and balances of all active accounts within the bank) shall be provided by any of the bidders during the evaluation stage, and upon UNDP's official request.	Form: Annex 12
4	UNDP may additionally request a copy of the bank account statements including a summary of the financial transactions which have occurred over the past two years period on a bank account/accounts held by the business reflecting the account balance at the beginning and end of the period, total withdrawals, and total deposits.	Upon UNDP's official request

9. Use of Prequalification Construction Companies

- After the notification of the results of the Prequalification outcome for successful bidders, UNDP shall invite bids from the Applicants that have been considered qualified to undertake construction activities as and when required by UNDP.
- Bidders may be required to provide a Bid Security and Bank Guarantee acceptable to the UNDP in the form and an amount to be specified in the Bidding Documents, and the successful Bidder shall be required to provide a Performance Security to be specified in the Bidding Documents.

F. Other

- a) UNDP also reserves the right to secure/request independent Financial Rating/Statements such as D&B rating as needed/required from the Prequalified contractors.

- b) UNDP will carry out the verification of accuracy, correctness and authenticity of the information provided by the bidder on the documents submitted;
- c) Inquiry and reference checking with Government entities with jurisdiction on the bidder, or any other entity that may have done business with the bidder including with previous clients on the quality of performance on ongoing or previous contracts completed;
- d) Physical inspection of the bidder's office, branches, sites of construction work or other places where business transpires, with or without notice to the bidder to verify the information provided by the bidder;

ANNEX 1

Application Submission Form *(to be printed on company letterhead, signed, dated and stamped)*

Date: [insert day, month, year]

To: UNDP Afghanistan

We, the undersigned, apply to be Prequalification for the referenced PREQUALIFICATION and declare that:

- (a) We have examined and have no reservations to the Prequalification Application, including any Addendum (or Addenda to same effect), issued by UNDP.
- (b) We understand that you may cancel the Prequalification process at any time and that you are neither bound to accept any application that you may receive nor to invite the Prequalification applicants to bid for the contract subject of this Prequalification, without incurring any liability to the Applicants.
- (c) We are not associated, or have been associated in the past, directly or indirectly, with a firm or any of its affiliates which have been engaged by UNDP to provide consulting services for the preparation of the design specifications, and other documents to be used for the construction services to be procured.
- (d) *All the information and statements made in this PREQUALIFICATION are true and we accept that any misrepresentation contained in it may lead to our disqualification;*
- (e) We are currently not on the removed or suspended vendor list of the UN or other such lists of other UN agencies, nor are we associated with, any company or individual appearing on the 1267/1989 list of the UN Security Council;
- (f) We have no outstanding bankruptcy or pending litigation or any legal action that could impair our operation as a going concern; and we do not employ, nor anticipate employing, any person who is or was recently employed by the UN or UNDP.

(d) The following information shall be used by UNDP to notify us:

Name
Title
Address:
Tel:
Fax:
E mail:

Best regards,

Signed *[insert signature(s) of an authorized representative(s) of the Applicant]*

Name *[insert full name of person signing the application]*

In the Capacity of *[insert capacity of person signing the application]*

Duly authorized to sign the application for and on behalf of: Applicant's Name *[insert full name of Applicant]* Address *[insert street number/town or city/country address]*

Dated on *[insert day number]* day of *[insert month]*, *[insert year]*

JOINT VENTURE DECLARATION

We have entered into a private joint venture in order to submit joint application for the Pre-qualification by **United Nations Development Programme (UNDP) Afghanistan** If we are Prequalified and awarded the contract in the future, the joint venture agreement shall be notarized and submitted to the Contracting Entity before the contract is concluded. Lead (pilot) partner of our joint venture shall be *[Indicate name of the lead partner]*..... until the completion of work.

If we are awarded the contract as a result of the joint tender that we submit, we hereby declare, accept and guarantee that the contract shall be signed by all partners and our partner indicated as the lead partner shall have the full power to act for and on behalf of our joint venture in respect of all issues concerning the contract.

No	Name of the Partner in the JV	Percentage Share ¹
1		
2		
3		

	Lead Partner	Partner	Partner
Name			
Date			
Signature			
Stamp			

¹ Lead partner’s share cannot be less than 50%
Share of the remaining partner(s) shall not be less than 20%

ANNEX 2**INSERT CHECK LIST AS PART OF APPLICATION FOR BELOW MIN REQUIREMENT:**☐

Copy of certificate of Registration

☐

Minimum 4 years of relevant experience in implementation of mini-grids, preferably the implementation of solar mini-grids. Details of similar works executed by the firm during the past five (5) years and details works in hand indicating names of owners, projects cost and date of completion.

☐

Minimum Requirements of Key Personnel :

- 1) One (1) Team Leader (Kabul based)
- 2) One (1) Project Manager (field based)
- 3) One (1) Solar Photovoltaics engineer (field based)
- 4) One (1) Distribution Line engineer (field based)

☐

Equipment Required :

- 1) One (1) Excavator
- 2) One (1) Compactor
- 3) Two (2) Concrete Mixture
- 4) One (1) Welding Machine
- 5) One (1) Generator
- 6) Two (2) Jeep/Car/Pick-up Truck with 4WD
- 7) One (1) Reel Pay Off Stand
- 8) One (1) Bullwheel or Tensioner
- 9) One (1) Sheaves (Travelers or Pulley Blocks)

☐

Current ratio of Not less than 1.0 (Will be obtained from the Audit Reports) :

☐

Copy of the last two years Audited Financial Statement (Income Statement and Balance Sheet) including Auditor's Report

☐

Satisfactory performance certificates from three (3) clients :

☐

All information regarding any past and current litigation during the last three (3) years , in which the bidder is involved , indication the parties concerned , the subject of litigation , the Amounted involve and the final resolution if already concluded.

ANNEX 3**Application Form A-1****General Information**

All individual firms and each partner of a joint venture applying for Prequalification are requested to complete the information in this form. Nationality information is also to be provided for foreign owners or applicants who are forming part of the Joint Ventures as required under the PEC Bye-Laws as a Partnership/Joint Venture.

Where the Applicant proposes to use named subcontractors for critical components of the works, or for work contents in excess of 10 percent of the value of the whole works, the following information should also be supplied for the specialist subcontractor(s).

1.	Name of Firm	
2.	Head Office Address	
3.	Telephone	Contact Person: Name: Title:
4.	Fax/ Telex:	e-mail:
5.	Place of Incorporation/Registration	Year of incorporation/registration

NATIONALITY OF OWNERS		
	NAME	NATIONALITY
1.		
2.		
3.		
4.		
5.		

ANNEX 4

Application Form A-2

General Experience Record

Name of Applicant or partner of a joint venture

All individual firms and all partners of a joint venture are requested to complete the information in this form. The information supplied should be the annual turnover of the Applicant (or each member of a joint venture), in terms of the amounts billed to clients for each year for work in progress or completed over the past five years.

Use a separate sheet for each partner of a joint venture.

Annual Turnover (Construction only)	
Year	Turnover (in actual USD)
1.	
2.	
3.	
4.	
5.	

Signed *[insert signature(s) of an authorized representative(s) of the Applicant]*

Name *[insert full name of person signing the application]*

In the Capacity of *[insert capacity of person signing the application]*

Duly authorized to sign the application for and on behalf of: Applicant’s Name *[insert full name of Applicant]* Address *[insert street number/town or city/country address]*

Dated on *[insert day number]* day of *[insert month]*, *[insert year]*

ANNEX 5

Application Form A-3

Joint Venture Summary

Names of all Partners of a Joint Venture
1. Lead Partner
2. Partner
3.Partner
4.Partner
5.Partner
6.Partner

* Lead partner’s share cannot be less than 50%
Share of the remaining partner(s) shall not be less than 20%

Total value of annual construction turnover, in terms of work billed to clients,

Annual Turnover Data (Construction only; Equivalent in USD Millions)						
Partner	Form A-2	Year 1	Year 2	Year 3	Year 4	Year 5
1. Lead Partner						
2. Partner						
3.Partner						
4.Partner						
5.Partner						
6.Partner						
Total:						

ANNEX 6

Application Form A-4

Particular Experience Record

Name of Applicant or partner of a joint venture

To Prequalify, the Applicant shall be required to pass the specified Minimum Qualifying Criteria applicable to this form, as set out in the: "Instructions to Applicants".

On a separate page, using the format of Application Form A-5, each applicant or partner of a Joint Venture is required to list all contracts of a value equivalent to US\$ (User/Employer to provide the amount) Millions, of a similar nature and complexity to the contract for which the Applicant wishes to qualify, undertaken during the last five years². The information is to be summarized, using Application Form A-5, for each contract completed or under execution by the Applicant or by each partner of a Joint Venture.

Where the Applicant proposes to use named subcontractor(s) for critical components of the works, or for work contents in excess of 10 percent of the value of the whole works, the information in the aforementioned forms should also be supplied for each specialist subcontractor.

² Where applications are being invited for a number of contracts, suitable wording should be introduced, to allow applicants to apply for individual contracts or groups of contracts (slice and package contracts).

ANNEX 7**Application Form A-5**

Details of Contracts of Similar Nature and Complexity

Name of Applicant or partner of a joint venture

Use a separate sheet for each contract.

1.	Name of Contract <hr/> Country
2.	Name of Employer
3.	Employer Address
4.	Nature of works and special features relevant to the contract for which the Applicant wishes to Prequalify
5.	Contract Role (Tick One) (a) Sole Contractor (b) Sub- Contractor (c) Partner in a Joint Venture
6.	Value of the total contract (in specified currencies) at completion, or at date of award for current contract Currency..... Currency..... Currency.....
7.	Equivalent in USD :
8.	Date of Award
9.	Date of Completion
10.	Contract Duration (Years and Months) <div style="text-align: center;"> ____ Years ____ Months </div>
11.	Specified Requirements ³

³ Insert any specific criteria required for particular operations, such as annual volume of earthmoving, underground excavation, or placing concrete etc.

ANNEX 8

Application Form A-6

Summary Sheet: Current Contract Commitments/Works In Progress

Name of Applicant or partner of a joint venture

Applicants and each partner to an application should provide information on their current commitments on all contracts that have been awarded, or for which a letter of intent or acceptance has been received, or for contracts approaching completion, but for which substantial Completion Certificate has yet to be issued.

Name of Contract	Value of Outstanding work (Equivalent USD Millions)	Estimated Completion Date
1.		
2.		
3.		
4.		
5.		
6.		

ANNEX 9

Application Form A-7

Personnel Capabilities

Name of Applicant or partner of a joint venture

For specific positions essential to contract implementation, Applicants should provide the names of at least two candidates qualified to meet the specified requirements stated for each position. The data on their experience should be supplied on separate sheets using one Form for each candidate (Application Form A-8).

1.	Title of Position
	Name of Prime Candidate
	Name of Alternate Candidate
2.	Title of Position
	Name of Prime Candidate
	Name of Alternate Candidate
3.	Title of Position
	Name of Prime Candidate
	Name of Alternate Candidate
4.	Title of Position
	Name of Prime Candidate
	Name of Alternate Candidate

ANNEX 10**Application Form A-8**

Candidate Summary

Name of Applicant

Position		Candidate [Tick appropriate one] ... Prime ... Alternate
Candidate information	1. Name of Candidate	2. Date of Birth
	3. Professional Qualification	
Present employment	4. Name of employer	
	Address of employer	
	Telephone	Contact (manager/personnel officer)
	Fax/ Telex	E mail
	Job title of candidate	Years with present employer

Summarize professional experience over the last 20 years, in reverse chronological order. Indicate particular technical and managerial experience relevant to the Project.

Month/ Dates/Years		Company / Project / Position / Relevant technical and management experience
From	To	

ANNEX 11**Application Form A-9**

Equipment Capabilities

Name of Applicant

The Applicant shall provide adequate information to demonstrate clearly that he has the capability to meet the requirements for each and all items of equipment listed in the Instructions to Applicants. A separate Form shall be prepared for each item of equipment listed in Bid Data Sheet, or for alternative equipment proposed by the Applicant.

Item of Equipment		
Equipment information	1. Name of manufacturer	2. Model and power rating
	3. Capacity	4. Year of manufacture
Current status	5. Current location	
	6. Details of current commitments	
Source	7. Indicate source of the equipment <div style="text-align: center;"> <input type="checkbox"/>Owned <input type="checkbox"/>Rented <input type="checkbox"/>Leased </div>	

Omit the following information if it is owned by the Applicant or partner.

Owner	8. Name of owner	
	9. Address of owner	
	Telephone	Contact name and title
	Fax/ Telex	E mail
Agreement	Details of rental/lease specific to the Project.	

ANNEX 12**Application Form A-10**

Financial Capability

Name of Applicant or Partner of a Joint Venture

Applicants, including each partner of a joint venture, should provide financial information to demonstrate that they meet the requirements stated in the Instructions to Applicants. Each applicant or partner of a joint venture must fill-in this form. If necessary, use separate sheets to provide complete banker information. A copy of the audited balance sheets should be attached.

Banker	Name of banker	
	Address of banker	
	Telephone	Contact name and title
	Fax/ Telex	E mail

Summarize actual assets and liabilities in US\$ (Equivalent at the current rate of exchange at the end of each year) for the previous five years, based upon known commitments, projected assets and liabilities in US\$ equivalent for the next two years.

Financial information in USD or equivalent	Actual: previous five year					Projected: next two years	
	1	2	3	4	5	6	7
1. Total assets							
2. Current assets							
3. Total liabilities							
4. Current liabilities							
5. Profits before taxes							
6. Profits after taxes							

Specific proposed sources of financing to meet the cash flow of the Project, net of current commitments.

Source of financing	Amount (USD or equivalent)
1.	
2.	
3.	
4.	

Attach audited financial statements for the last three years (for individual applicant or each partner of joint venture).

Firms owned by individuals, and partnerships, may submit their balance sheets certified by a registered accountant, and supported by copies of tax returns, if audits are not required by the laws of their countries of origin in case of foreign firms.

ANNEX 13

Application Form A-11

Litigation History

Name of Applicant or Partner of a Joint Venture

Applicants, including each of the partners of a joint venture, should provide information on any history of litigation or arbitration resulting from contracts executed in the last five years or currently under execution. A separate sheet should be used for each partner of joint venture.

Year	Award FOR or AGAINST Applicant	Name of client, cause of litigation, and matter in dispute	Disputed amount (current value USD or equivalent)	Blacklist status (if any)