

## Section IV. Bidding Forms Technical

(To be submitted in Technical Proposal)

### Table of Forms

<b>Technical Proposal Submission Sheet .....</b>	<b>2</b>
<b>Bid Security .....</b>	<b>3</b>
<b>Manufacturer’s Authorization .....</b>	<b>4</b>
<b>Supply Schedule .....</b>	<b>5</b>
<b>Bidders Qualification .....</b>	<b>6</b>
<b>Form ELI - 1: Bidder’s Information Sheet .....</b>	<b>7</b>
<b>Form ELI - 2: JV Information Sheet .....</b>	<b>8</b>
<b>Form LIT - Pending Litigation .....</b>	<b>9</b>
<b>Form FIN - 1: Financial Situation .....</b>	<b>10</b>
<b>Form FIN - 2: Average Annual Turnover .....</b>	<b>11</b>
<b>Form FIN – 3: Financial Resources .....</b>	<b>12</b>
<b>Form FIN- 4: Current Contract Commitments / Works in Progress.....</b>	<b>13</b>
<b>Form EXP – 1: General Experience .....</b>	<b>14</b>
<b>Form EXP – 2: Specific Experience.....</b>	<b>15</b>

## Technical Proposal Submission Sheet

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

NCB No.: NERCCDIP/TR-02/SHG/SWM/06

Invitation for Bid No: SIPMIU/MEG/1/2015/1

To:  
The Project Director,  
SIPMIU.  
Urban Affairs Department  
Shillong, Meghalaya

We, the undersigned, declare that:

- (a) We have examined and have no reservations to the Bidding Document, including Addenda No.:
- (b) We offer to supply in conformity with the Bidding Document and in accordance with the delivery schedule specified in Section VI, Schedule of Supply, the following Goods and Related Services : Procurement of Primary & Secondary Refuse Collection Vehicles and Metallic Containers for Solid Waste Management in GSPA for uncovered areas under Tranche-1 and Tranche-2, Shillong.
- (c) Our Bid shall be valid for a period of 120 days from the date fixed for the bid submission deadline in accordance with the Bidding Document, and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
- (d) If our Bid is accepted, we commit to obtain a Performance Security in the amount of 10 percent of the Contract Price for the due performance of the Contract;
- (e) Our firm, including any subcontractors or suppliers for any part of the Contract, have nationalities from the following eligible countries \_\_\_\_\_;
- (f) We are not participating, as Bidders, in more than one Bid in this bidding process, other than alternative offers in accordance with the Bidding Document;
- (g) Our firm, its affiliates or subsidiaries, including any subcontractors or suppliers for any part of the Contract, has not been declared ineligible by the ADB;
- (h) We understand that this Bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal Contract is prepared and executed.
- (i) We understand that you are not bound to accept the lowest evaluated bid or any other bid that you may receive.
- (j) We agree to permit ADB or its representative to inspect our accounts and records and other documents relating to the bid submission and to have them audited by auditors appointed by the Bank

Name \_\_\_\_\_

In the capacity of \_\_\_\_\_

Signed \_\_\_\_\_

Duly authorized to sign the Bid for and on behalf of \_\_\_\_\_

Date \_\_\_\_\_

### Bid Security

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

NCB No.: NERCCDIP/TR-02/SHG/SWM/06

Invitation for Bid No: SIPMIU/MEG/1/2015/1

To: \_\_\_\_\_

Whereas \_\_\_\_\_

(hereinafter "the Bidder") has submitted its Bid dated \_\_\_\_\_ for NCB No: \_\_\_\_\_ for the supply of \_\_\_\_\_ hereinafter called "the Bid."

KNOW ALL PEOPLE by these presents that WE \_\_\_\_\_ of \_\_\_\_\_ having our registered office at \_\_\_\_\_ (hereinafter "the Guarantor"), are bound unto \_\_\_\_\_ (hereinafter "the Purchaser") in the sum of \_\_\_\_\_ for which payment well and truly to be made to the aforementioned Purchaser, the Guarantor binds itself, its successors, or assignees by these presents. Sealed with the Common Seal of this Guarantor this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

THE CONDITIONS of this obligation are the following:

1. If the Bidder withdraws its Bid during the period of bid validity specified by the Bidder in the Bid Submission Sheet, except as provided in ITB Sub-Clause 20.2; or
2. If the Bidder, having been notified of the acceptance of its Bid by the Purchaser, during the period of bid validity, fails or refuses to:
  - (a) execute the Contract; or
  - (b) accept the correction of its Bid by the Purchaser, pursuant to ITB Clause 31; or
  - (c) furnish the Performance Security, in accordance with the ITB Clause 44.

We undertake to pay the Purchaser up to the above amount upon receipt of its first written demand, without the Purchaser having to substantiate its demand, provided that in its demand the Purchaser states that the amount claimed by it is due to it, owing to the occurrence of one or more of the above conditions, specifying the occurred conditions.

This security shall remain in force up to and including twenty-eight (28) days after the period of bid validity, and any demand in respect thereof should be received by the Guarantor no later than the above date.

Name \_\_\_\_\_

In the capacity of \_\_\_\_\_

Signed \_\_\_\_\_

Duly authorized to sign the Bid Security for and on behalf of \_\_\_\_\_

Date \_\_\_\_\_

### Manufacturer's Authorization

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

NCB No.: NERCCDIP/TR-02/SHG/SWM/06

Invitation for Bid No: SIPMIU/MEG/1/2015/1

To: \_\_\_\_\_

WHEREAS \_\_\_\_\_ who are official manufacturers of \_\_\_\_\_ having factories at \_\_\_\_\_ do hereby authorize \_\_\_\_\_ to submit a Bid in relation to the Invitation for Bids indicated above, the purpose of which is to provide the following Goods, manufactured by us \_\_\_\_\_ and to subsequently negotiate and sign the Contract.

We hereby extend our full guarantee and warranty in accordance with Clause 28 of the General Conditions of Contract, with respect to the Goods offered by the above firm in reply to this Invitation for Bids.

Name \_\_\_\_\_

In the capacity of: \_\_\_\_\_

Signed \_\_\_\_\_

Duly authorized to sign the Authorization for and on behalf of \_\_\_\_\_

Date \_\_\_\_\_

## Supply Schedule

## **Bidders Qualification**

To establish its qualifications to perform the contract in accordance with Section 3 (Evaluation and Qualification Criteria) the Bidder shall provide the information requested in the corresponding Information Sheets included hereunder.

## Form ELI - 1: Bidder's Information Sheet

<b>Bidder's Information</b>	
<b>Bidder's legal name</b>	
<b>In case of JV, legal name of each partner</b>	
<b>Bidder's country of constitution</b>	
<b>Bidder's year of constitution</b>	
<b>Bidder's legal address in country of constitution</b>	
<b>Bidder's authorized representative</b> (name, address, telephone numbers, fax numbers, e-mail address)	
<p><b>Attached are copies of the following original documents.</b></p> <p><input type="checkbox"/> 1. In case of single entity, articles of incorporation or constitution of the legal entity named above.</p> <p><input type="checkbox"/> 2. Authorization to represent the firm or JV named in above</p> <p><input type="checkbox"/> 3. In case of JV, letter of intent to form JV or JV agreement</p> <p><input type="checkbox"/> 4. In case of a government-owned entity, any additional documents not covered under 1</p>	

### Form ELI - 2: JV Information Sheet

Each member of a JV must fill in this form

<b>JV / Specialist Subcontractor Information</b>	
<b>Bidder's legal name</b>	
JV Partner's or Subcontractor's legal name	
JV Partner's or Subcontractor's country of constitution	
JV Partner's or Subcontractor's year of constitution	
JV Partner's or Subcontractor's legal address in country of constitution	
JV Partner's or Subcontractor's authorized representative information	(name, address, telephone numbers, fax numbers, e-mail address)
<p><b>Attached are copies of the following original documents.</b></p> <p><input type="checkbox"/> 1. Articles of incorporation or constitution of the legal entity named above</p> <p><input type="checkbox"/> 2. Authorization to represent the firm named above.</p> <p><input type="checkbox"/> 3. In the case of government-owned entity, documents establishing legal and financial autonomy and compliance with commercial law,</p>	



**Form LIT - Pending Litigation**

Each Bidder or member of a JV must fill in this form

<b>Pending Litigation</b>			
<input type="checkbox"/> <input type="checkbox"/> No pending litigation in accordance with Criteria 2.2 of Section 3 (Evaluation and Qualification Criteria)			
<input type="checkbox"/> Pending litigation in accordance with Criteria 2.2 of Section 3 (Evaluation and Qualification Criteria)			
<b>Year</b>	<b>Matter in Dispute</b>	<b>Value of Pending Claim in Indian Rupees Equivalent</b>	<b>Value of Pending Claim as a Percentage of Net Worth</b>
2011-12			
2012-13			
2013-14			

### Form FIN - 1: Financial Situation

Each Bidder or member of a JV must fill in this form

	Financial Data for Previous 3 Years [Indian Rupees]		
	2011-12	2012-13	2013-2014
<b>1.Total Assets</b>			
<b>2. Current Assets</b>			
<b>3. Total Liabilities</b>			
<b>4. Current Liabilities</b>			
<b>5.Profits Before Taxes</b>			
<b>6.Profits After Taxes</b>			
<b>7.Net Worth [= 1 – 3]</b>			
<b>8.Working Capital [= 2 - 4]</b>			
<b>9. Return on Equity [= 5 / 7 of prior year]</b>			
<input type="checkbox"/> Attached are copies of the audited balance sheets, including all related notes, and income statements for the last three years, as indicated above, complying with the following conditions. <ul style="list-style-type: none"> <li>• All such documents reflect the financial situation of the Bidder or partner to a JV, and not sister or parent companies.</li> <li>• Historic financial statements must be audited by a certified accountant.</li> <li>• Historic financial statements must be complete, including all notes to the financial statements.</li> <li>• Historic financial statements must correspond to accounting periods already completed and audited (no statements for partial periods shall be requested or accepted).</li> </ul>			

**Form FIN - 2: Average Annual Turnover**

Each Bidder or member of a JV must fill in this form

<b>Annual Turnover Data for the Last 3 Years</b>			
<b>Year</b>	<b>Amount and currency</b>	<b>Exchange rate</b>	<b>Indian Rupees</b>
2011-12			
2012-13			
2013-14			
<b>Average Annual Turnover</b>			

**Form FIN – 3: Financial Resources**

Specify proposed sources of financing, such as liquid assets, unencumbered real assets, lines of credit, and other financial means, net of current commitments, available to meet the total construction cash flow demands of the subject contract or contracts as indicated in Section 3 (Evaluation and Qualification Criteria)

<b>Financial Resources</b>		
<b>No.</b>	<b>Source of financing</b>	<b>Amount (Indian Rupees)</b>
1		
2		
3		

### Form FIN- 4: Current Contract Commitments / Works in Progress

Bidders and each partner to a JV 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 an unqualified, full completion certificate has yet to be issued.

<b>Current Contract Commitments</b>					
	<b>Name of Contract</b>	<b>Employer's Contact Address, Tel, Fax</b>	<b>Value of Outstanding Work [Current Indian Rupees Equivalent]</b>	<b>Estimated Completion Date</b>	<b>Average Monthly Invoicing Over Last Six Months [Indian Rupees /month]</b>
1					
2					
3					
4					
5					

### Form EXP – 1: General Experience

Each Bidder or member of a JV must fill in this form

<b>General Supply of Vehicles, Goods and Equipment Experience</b>				
<b>Starting Month Year</b>	<b>Ending Month Year</b>	<b>Years</b>	<b>Contract Identification and Name Name and Address of Employer Brief Description of the supply contracts Executed by the Bidder</b>	<b>Role of Bidder</b>

**Form EXP – 2: Specific Experience**

Contract of Similar Size and Nature		
Contract No . . . . . of . . . . .	Contract Identification	
Award Date		Completion Date
Role in Contract	<input type="checkbox"/> Manufacturer <input type="checkbox"/> Supplier	
Total Contract Amount		
If partner in a JV or subcontractor, specify participation of total contract amount	Percent of Total	Amount
Employer's Name Address Telephone/Fax Number E-mail		
Description of the Goods and Equipment supplied		