## Form E: Format of Technical Bid

|  |  |  |  |
| --- | --- | --- | --- |
| Name of Bidder: | [Insert Name of Bidder] | Date: | Select date |
| ITB reference: | 2022/UNDP-MMR/PN/007 – Supply and Delivery of Compound Fertilizer | | |

The Bidder’s Bid should be organized to follow this format of the Technical Bid. Where the bidder is presented with a requirement or asked to use a specific approach, the bidder must not only state its acceptance, but also describe how it intends to comply with the requirements. Where a descriptive response is requested, failure to provide the same will be viewed as non-responsive.

**SECTION 1: Bidder’s qualification, capacity and expertise**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 1 1.1 Top (three or more) Projects implemented during the last 5 years: | | | | | |
| **Project Description** | **Client** | **Amount in**  **US $** | **Year of Completion** | **% Completed** | **Performance Evaluation** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 1.2 Top Current on-going commitments (if any with UNDP & Other Clients): | | | | | |
| **Project Description** | **Client** | **Amount in**  **US $** | **Year of Completion** | **% Completed** | **Performance Evaluation** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

* 1. Quality assurance procedures and risk mitigation measures.

**SECTION 2: Scope of Supply, Technical Specifications, and Related Services**

This section should demonstrate the Bidder’s responsiveness to the specification by identifying the specific components proposed, addressing the requirements, as specified, point by point; providing a detailed description of the essential performance characteristics proposed; and demonstrating how the proposed bid meets or exceeds the requirements/specifications. All important aspects should be addressed in sufficient detail.

* 1. A detailed description of how the Bidder will deliver the required goods and services, keeping in mind the appropriateness to local conditions and project environment. Details how the different service elements shall be organized, controlled and delivered.
  2. Explain whether any work would be subcontracted, to whom, how much percentage of the requirements, the rationale for such, and the roles of the proposed sub-contractors and how everyone will function as a team.
  3. The bid shall also include details of the Bidder’s internal technical and quality assurance review mechanisms.
  4. Implementation plan including a Gantt Chart or Project Schedule indicating the detailed sequence of activities that will be undertaken and their corresponding timing.
  5. Demonstrate how you plan to integrate sustainability measures in the execution of the contract.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Goods and services to be Supplied and**  **Technical Specifications** | **Your response** | | | | |
| **Compliance with technical specifications** | | **Delivery Date**  *(confirm that you comply or indicate your delivery date)* | **Quality Certificate/Export Licenses, etc.** *(indicate all that apply and attach)* | **Comments** |
| **Yes, we comply** | **No, we cannot comply**  *(indicate discrepancies)* |
| Compound Fertilizer  NPK ratio-15:15:15 (50kg/bag) |  |  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Other Related services and requirements**  *(based on the information provided in Section 5b)* | **Compliance with requirements** | | **Details or comments**  **on the related requirements** |
| **Yes, we comply** | **No, we cannot comply**  *(indicate discrepancies)* |
| Delivery Term – DAP to 82 Villages in MU,PNG,PTW, RTD and downtown in MB, KT at Rakhine |  |  |  |
| Warranty |  |  |  |
| Accept UNDP Payment Term |  |  |  |
|  |  |  |  |
|  |  |  |  |

*[insert: address and email address]*