**Annex – G**

**Technical and Performance Proposal Form**

**TECHNICAL COMPLIANCE (PASS/FAIL)**

**Please complete the column to the right.**

|  |  |
| --- | --- |
| **UNHCR’s Requirement** | **Bidder’s Proposal** |
| LPG composition (0.2 – 1.0 % ethane) |  |
| Standards (RS EAS 900-1: 2018 or RS ISO 11625: 2007, FDRS 575—2:2011 or equivalent) ***Please attached copies.*** |  |
| Exact Production/Delivery capacity per year. *(Also provide signed confirmation letter on company letterhead confirming that the minimum quantities required can be supplied).* | ………………………….KG/Year |

**PERFORMANCE CRITERIA (SCORING)**

**BIDDER’S PROPOSED APPROACH AND METHODOLOGY (30 marks)**

An Executive summary providing the methodology to achieve the end goal, procedures, and processes to provide the goods of services.

Briefly describe the firm’s procedures and processes for:

1. LPG supply plan per location
2. Contingency plan to ensure delivery during times local or global scarcity.
3. Quality assurance approach, e.g., analytical testing, trace analysis, meter calibration, loss control etc.
4. Safety and security approach with respected to the environment, equipment, and individuals during transportation and during transfer to UNHCR’s skid and tank e.g emergency response plan, equipment inspection, training, staff safety your organization’s overall safety culture

***(Expand the pages below as desired)***

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Client Name** | **Contact** | **Locations where the LPG was delivered** | **Contract /PO Value (exclusive of VAT)** | **Contract Duration start date & end date** | **Copy of contract/PO attached (Yes/No) *Experience will not be considered if not attached*** |
| 1. | Tel: |  |  |  |  |
| Email: |
| 2. | Tel: |  |  |  |  |
| Email: |
| 3. | Tel: |  |  |  |  |
| Email: |
| 4. | Tel: |  |  |  |  |
| Email: |
| 5. | Tel: |  |  |  |  |
| Email: |

**PAST AND CURRENT PROJECTS - SUPPLY OF BULK LPG IN RWANDA (20 marks)**

***(Expand the pages below as desired)***

**BIDDER’S LOGISTIC CAPACITY (20 Marks) State below your equipment and locations for inspection.**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Depot with ≥ 50-ton capacity in Kigali or elsewhere not farther than 300Km from the delivery locations** | **Please state the location. Physical address and contact telephone number** |  |  | **Truck with bobtails of ≥ 5 tons capacity *(state bobtail capacity)*** | **Please state the matriculation number** |
| 1. |  |  |  |  |  |
| 2. |  |  |  | 2. |  |
| 3. |  |  |  | 3. |  |
| 4. |  |  |  | 4. |  |

***(Expand the pages below as desired)***

**FINANCIAL STANDING (20 marks)**

|  |  |
| --- | --- |
| **Year and annual turnover Amount** | **Audited financial Statement or Bank Statement Attached?**  **Yes/No.** |
| **2019 =** |  |
| **2020 =** |  |
| **2021 =** |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Category of Employee** | **Name** | **Qualifications** | **CV attached**  **Please state YES/NO** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**BIDDER’S STAFFING PROPOSAL (10 marks)**

***(Expand the pages below as desired)***

