**RFP 22-4386-PRO**

# Annex 4: TECHNICAL PROPOSAL SUBMISSION FORM

##### INSTRUCTIONS TO BIDDERS

Please complete the table below and attach any supporting documentation as needed, including the CV of the Consultant(s) proposed for the work and, for organisations, institutional capacity to support the dedicated Consultant(s).

|  |  |  |  |
| --- | --- | --- | --- |
| Technical Requirements | | | |
| *Competency Requirements* | | *Response by Bidder* | |
| **Experience:** Evidence of the bidder’s relevant experience must be submitted. Bidders shall provide details of two contracts that demonstrate their track record in completing works/services similar to the ToR in Part 3 of this RFP. The bidder should provide contact details of one referee for each of the contracts. The contracts should have been completed or substantially completed within the last 8 years. Please attach CV(s) and any supporting information as necessary. | **Details for three references** | | |
| 1. Client’s name: *[insert name of client 1]* | | |
| Contact name: | | *[insert name of contact]* |
| Contact details: | | *[insert contact details]* |
| Value contract: | | *[insert value of contract]* |
| 1. Client’s name: *[insert name of client 2]* | | |
| Contact name: | | *[insert name of contact]* |
| Contact details: | | *[insert contact details]* |
| Value contract: | | *[insert value of contract]* |
| Please attach a brief (maximum 1 page) work schedule summarising the key activities and dates proposed to perform the work outlined in the Terms of Reference. | *Please attach to the proposal.* | | |
| **Practical experience** | | | |
| Evidence of at least 15 years’ practical experience in design of water supply systems | | *[Bidder’s answer]* | |
| **Detailed design** | | | |
| Demonstrated competence developing quality detailed design drawings and specifications | | *[Bidder’s answer]* | |
| **On-island experience** | | | |
| On-island experience with Kiritimati Island water supply | | *[Bidder’s answer]* | |
| **Atoll water supply** | | | |
| Evidence of extensive experience with atoll water supply evaluation and design | | *[Bidder’s answer]* | |
| **Tertiary qualifications** | | | |
| Tertiary qualification(s) in water engineering, or similar (attach CV of Consultant(s) proposed for the work, and clearly indicate the Consultant(s) who will be visiting Kiritimati Island for the site assessments and surveys) | | *[Bidder’s answer]* | |
| **Level surveys** | | | |
| Proven experience and capability to conduct accurate level surveys | | *[Bidder’s answer]* | |
| **Tenders** | | | |
| Experience evaluating tenders | | *[Bidder’s answer]* | |

|  |
| --- |
| **For the Bidder:** *[insert name of the company]* |
| Signature:  Name of the Bidder’s representative: *[insert name of the representative]*  Title: *[insert Title of the representative]* |
| Date: *[Click or tap to enter a date]* |