**EOI23-4975-PRO/ SPC FAC EOI 23-001**

**Annex I- EOI Submission Form**

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| Background |  |
|  | *Response by Bidder* |
| **Registered name of the Organisation:** |  |
| **Year established:** |  |
| **Physical Address:** |  |
| **Postal Address:** |  |
| **Telephone contact:** |  |
| **Contact person and Email address:** |  |
| **Member of any relevant Professional Body:** |  |

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| Technical Requirements |
| *Evaluation criteria* | *Response by Bidder* |
| Experience and specified personnel/sub-contractors |
| **Experience:** The bidder shall provide details of five (5) projects undertaken and completed in Fiji and the Pacific in the past 10 years that demonstrate their experience in completing similar works.  | **Experience:** |
| *[insert details of relevant experience]* |
| **Details of three references:** |
| 1. Client’s name: *[insert name of client 1]*
 |
| Contact name: | *[insert name of contact]* |
| Contact details: | *[insert contact details]* |
| Contract Value: | *[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]* |
| 1. Client’s name: *[insert name of client 3]*
 |
| Contact name: | *[insert name of contact]* |
| Contact details: | *[insert contact details]* |
| Value contract: | *[insert value of contract]* |
|  4. Client’s name: *[insert name of client 4]* |
| Contact name: | *[insert name of contact]* |
| Contact details: | *[insert contact details]* |
| Value contract: | *[insert value of contract]* |
|  5. Client’s name: *[insert name of client 5]* |
| Contact name: | *[insert name of contact]* |
| Contact details: | *[insert contact details]* |
| Value contract: | *[insert value of contract]* |
| Current Projects- The bidder shall include the list of projects, location of projects, name of clients, value of contracted works and dead line for construction works.(from, month/year-to month/year) | 1. Client’s name: *[insert name of client 1]* |
| Contact name: | *[insert name of contact]* |
| Contact details: | *[insert contact details]* |
|  Contract Value: | *[insert value of contract]* |
| Project Duration | (*[Start Date and Expected completion Date*) |
| 2. Client’s name: *[insert name of client 2]* |
| Contact name: | *[insert name of contact]* |
| Contact details: | *[insert contact details]* |
| Contract Value: | *[insert value of contract]* |
| Project Duration | *[Start Date and Expected completion Date* |
| 3. Client’s name: *[insert name of client 3*. |
| Contact name: | *[insert name of contact]* |
| Contact details: | *[insert contact details]* |
| Contract Value: | *[insert value of contract]* |
| Project Duration | *[Start Date and Expected completion Date*. |
| **Personnel:** Describe proposed key team members for this project. CV’s to be provided  | **Details about personnel/sub-contractors** |
| Team Leader  | *[insert details about the project manager and years of experience]* |
| Engineers | *[insert details about the engineers and years of relevant experience]* |
| Quantity Surveyors  | *[insert details about the Quantity Surveyor and years of relevant experience]* |
| Technical Officers  | *[insert details about the technical officers’ and years of relevant experience]* |
| Foreman  | *[insert details about the foreman and their years of relevant experience]* |
| **Other Requirements** |
| Company Profile  | *[Provided/Not Provided ]* |
| Company Registration and valid, Current License | *[Provided/Not Provided ]* |
| Reference Letters for successful completion of minimum five projects (up to FJ5M) executed in the past 5 years . | *[Provided/Not Provided ]* |
| Reference of financial reports for the past 5 years. | *[Provided/Not Provided ]* |
| OHS Compliance Certificates | *[Provided/Not Provided ]* |
| Valid Insurance Documents – Public Liability and All Risk Insurance | *[Provided/Not Provided ]* |
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| **For the Bidder:** *[insert name of the company]* |
| Signature:Name of the representative: *[insert name of the representative]*Title: *[insert Title of the representative]* |
| Date: *[Click or tap to enter a date]* |