**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]* |