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| **REQUEST FOR QUALIFICATION**  **PRE-QUALIFICATION OF WATER WORKS CONTRACTORS FOR WATER SUPPLY INFRASTRUCTURE PROJECT FOR ADADLE TOWN, SOMALI REGION, ETHIOPIA**    **TENDER NUMBER: PREQUALIFICATION/ET01/10/2024** |

**CLOSING DATE: 20th November 2024 (5:00 PM East African Time).**

## **Background**

Mercy Corps, an international development organization has been operating in Ethiopia since 2004, its headquarter is located in Portland, Oregon, in the United States of America. We engage in both development and humanitarian work, and seek to integrate approaches, programs and geographies as much as possible. Our partners include government, academic institutions, development and private sector actors, civil societies and communities. Mercy Corps envisions contributing to the emergence of a peaceful, prosperous, and resilient Ethiopia which is inclusive of youth and women. Our strategic focus in the country includes catalyzing economic opportunities, improving water security, promoting peace and good governance and enhancing food security and nutrition.

Mercy Corps’ Resilience in Pastoral Areas (RIPA) program is a five-year USAID-funded initiative that aims to improve the resilience capacities of households, markets and governance institutions across 22 woredas in the Somali, Afar and Oromia regions. Under RIPA, we are aiming to improve water security in Shabelle Zone of Somali Region through identifying and building resilient and safe water systems for human consumption and productive use.

Mercy Corps Ethiopia’ Request for Qualification (RFQ) is for Grade-1 Water Works Construction Companies (WC-1) or competitive international companies interested in being evaluated and who will be later invited to submit proposals to undertake construction of Adadle town water supply project.

The objective of this advertisement is to identify and pre-qualify potential water works contractors to participate in a competitive request for proposal procurement process. Specific works of the water supply component, construction tenders will be described in the relevant request for proposal when issued.

*1.1*  **Procurement Description**

## Statements of Qualifications (SOQs) shall be developed in strict accordance with this request and are to be evaluated in a transparent manner by a committee of reviewers, per the provided evaluation criteria. The purpose of this public tender is to shortlist contractors for a variety of future works programs. Only shortlisted contractors will receive future Requests for Bids (project-specific plans, specifications, and bills of quantities) whereby the contract award will be issued to the lowest, responsible and reasonable bid. This Request for Qualifications will be re-issued every 2 years to provide an opportunity for additional contractors to be included on the shortlist.

New applicants and applicants that are not prequalified will have an opportunity to re-apply for future pre-qualification.

Applicants that are awarded subsequent tenders will be required to provide performance security as required in the future tender documents.

## **General Description of the Proposed Contract Activities.**

The infrastructure for the Adadle town water supply project includes, but is not limited to the Construction of:

* An intake on the Shebelle River near Gode, approximately 15 km north of Adadle.
* Conventional Water Treatment Plant (WTP) of up to 3000 m3/day
* Water Transmission Pipelines up to 15 km
* Raw water, booster and backwash Pump Stations
* Storage Tanks (concrete reservoirs of 100 to 800 m3)
* Water Distribution Systems (piping and distribution points)

## 1.3 **Estimated Contract Amounts:**

Mercy Corps Ethiopia will not share the estimated budgeted amount of this project, however, the prequalified contractors who will receive a direct invitation to participate in the future construction tenders will be encouraged to optimize resources and provide a competitive bid.

## **Tender instructions**

## 2.1 **Schedule**

***The following is a schedule of Project milestones; all dates are subject to change***.

**Table 1: Personnel capabilities**

|  |  |
| --- | --- |
| **Milestone** | **Date** |
| Invitation for prequalification | 30 October 2024 |
| Deadline for Questions/Requests for Clarifications | 12 November 2024 |
| Mercy Corps to Provide Responses to all Questions | 15 November 2024 |
| **Qualification document Submission deadline** | **20 November 2024** |
| Qualification review and analysis report | 21 Nov. to 5th Dec. 2024 |
| Notification to pre-qualified contractors Due | 11 December 2024 |

2.2  **Submittal Requirements and Format**

Mercy Corps will accept SOQ’s by email prior to 5:00 p.m. on the Due Date set forth in Section 2.1 of this RFQ at the following address: [et-tender-questions@mercycorps.org](mailto:et-tender-questions@mercycorps.org)

Statements of Qualifications (SOQ’s) shall follow the requirements and format described in this RFQ. Applicants shall submit one electronic copy of the Statements of Qualifications. Electronic copies must be submitted in Adobe Acrobat (.pdf) format using 8.5-inch by 11-inch paper size. All text should be in ENGLISH. Any other information shall be presented with a readable format. All signatures must be accompanied by a printed name, title, and date.

Applicants are advised to combine all parts of their submittal into one pdf document.

MC will not consider any SOQ sent to another Email address except email stated in section 2.2.

SOQ’s shall follow the requirements and format described in this RFQ. Applicants must use the document format outlined in section 3.5. Any SOQ that fails to meet the deadline, format, or delivery requirement may be rejected without having been opened, considered, or evaluated.

## 2.3 **Clarifications**

Requests for clarifications regarding this pre-qualification process should be sent to [et-tender-questions@mercycorps.org](mailto:et-tender-questions@mercycorps.org) by 5:00 pm on the date listed in section 2.1. All responses to questions received will be consolidated and uploaded on the Mercy Corps website <https://www.mercycorps.org/tenders> by 5:00pm on the date listed in section 2.1.

## 2.4 **Acceptance of Successful Response**

## Documentation submitted by applicants will be verified by Mercy Corps and evaluated as per established criteria. The successful applicants will be added to the “pre-qualified” status for a period of one year. Mercy Corps will invite pre-qualified applicants to submit Proposals in response to a given Scope of Work. Pre-qualified applicants will be notified of pre-qualified status by email, using the contact address provided in the Statements of Qualifications, before 5PM on the date listed in section 2.1.

## 2.5 **Past Performance**

Past performance in related nature of work and complexity will be given due consideration in pre-qualifying applicants. Previous contracts in line with this pre-qualification requirement will be considered. At least two in the last five years and substantially completed or above 70% completed for ongoing projects. The similarity of the work should be the same in complexity, and key project activities.

# 3. **Eligibility Criteria and Submittal Requirements**

## 3.1 **Applicant Eligibility**

Applicants may not apply, and will be rejected as ineligible, if they:

* Are not registered companies
* Are bankrupt or in the process of going bankrupt
* Have been convicted of illegal/corrupt activities, and/or unprofessional conduct
* Have been guilty of grave professional misconduct
* Have not fulfilled obligations related to payment of social security and taxes
* Are guilty of serious misrepresentation in supplying information
* Are in violation of the policies outlined in Mercy Corps Anti Bribery or Anti-Corruption Statement
* Applicant, parent company and/or owner, shareholders (or applicant’s principals) are on any list of sanctioned parties issued by; or are presently excluded or disqualified from participation in this transaction by: the United States Government or United Nations by the United States Government, the United Kingdom, the European Union, the United Nations, other national governments, or public international organizations.

Additional eligibility criteria, if applicable, are stated in section 3.2 of this pre-qualification package.

## 3.2 **Mercy Corps’ Anti-Bribery and Anti-Corruption Statement**

**Mercy Corps strictly prohibits**:

● *Any form of bribe or kickback in relation to its activities*

This prohibition includes any request from any Mercy Corps employee, consultant or agent for anything of value from any company or individual in exchange for the employee, consultant or agents taking or not taking any action related to the award of a contract or the contract once awarded. It also applies to any offer from any company or individual to provide anything of value to any Mercy Corps employee, consultant or agent in exchange for that person taking or not taking any action related to the award of the contract or the contract.

● *Conflicts of interests in the awarding or management of contracts*

If a company is owned by, whether directly or indirectly, in whole or in part, any Mercy Corps employee or any person who is related to a Mercy Corps employee, the company must ensure that it and the employee disclose the relationship as part of or prior to submitting the offer.

● *The sharing or obtaining of confidential information*

Mercy Corps prohibits its employees from sharing, and any applicants from obtaining, confidential information related to this solicitation, including information regarding Mercy Corps’ price estimates, competing applicants or competing offers, etc. Any information provided to one offeror must be provided to all other applicants.

● *Collusion between/among applicants*

Mercy Corps requires fair and open competition for this solicitation. No two (or more) companies submitting Statements of Qualifications can be owned or controlled by the same individual(s). Companies submitting offers cannot share prices or other offer information or take any other action intended to pre-determine which company will win the solicitation and what price will be paid.

Violations of these prohibitions, along with all evidence of such violations, should be reported to:

[**integrityhotline@mercycorps.org**](mailto:integrityhotline@mercycorps.org)

Mercy Corps will investigate allegations fully and will take appropriate action. Any company, or individual that participates in any of the above prohibited conduct, will have its actions reported to the appropriate authorities, will be investigated fully, will have its offer rejected and/or contract terminated, and will not be eligible for future contracts with Mercy Corps. Employees participating in such conduct will have his/her employment terminated.

Violations will also be reported to Mercy Corps’ donors, who may also choose to investigate and debar or suspend companies and their owners from receiving any contract that is funded in part by the donor, whether the contract is with Mercy Corps or any other entity.

## 3.3 **Certification Regarding Terrorism**

## It is Mercy Corps’ policy to comply with humanitarian principles and the laws and regulations of the United States, the European Union, the United Nations, the United Kingdom, host nations, and other applicable donors concerning transactions with or support to individuals or entities that have engaged in fraud, waste, abuse, human trafficking, corruption, or terrorist activity. These laws and regulations prohibit Mercy Corps from transacting with or providing support to any individuals or entities that are the subject of government sanctions, donor rules, or laws prohibiting transactions or support to such parties.

## 3.4 **Content**

The Statements of Qualifications shall contain only the sections listed below, separated by dividers, and shall respond fully to all requirements of the RFQ. See below for required sections and page limits. The prequalification application forms which are not filled out completely and submitted in the prescribed manner will not be considered. All the documents that form part of the proposal must be written in English and be indelible.

## 3.5 **Requirements**

### 3.5.1 Executive Summary – Cover Letter (1 page limit):

Submit an Executive Summary Narrative which generally familiarizes reviewers with the company’s understanding of and ability to undertake constructions of similar in type and complexity to this project. The intent of the Executive Summary is to give a brief introduction to the company’s general capabilities, experience, and interest in performing the work.

### 3.5.2 Project Team Qualifications and Experience

Submit the information as required below. Where forms are provided, they should be used. The absence of any required submittal information may disqualify the Applicant.

1. Company’s Background and Performance (5 page limit)
   1. Describe the organizational structure, lines of responsibility, and roles within the company.
   2. Identify and explain any legal claims asserted by or against the company within the past five years (not negotiated change orders considered normal course of business.). Describe any labor disputes within the past five years.
   3. Provide a brief description of representative projects performed within the past five years which are relevantly similar in scale, type, and complexity to this project; include a client reference for each listed project on Form 2.
   4. With a focus on the knowledge, resources, and capabilities, describe any unique expertise or advantages of the company which would benefit the overall success of water supply projects where river intake and raw water treatment plants are involved.
   5. Describe the company’s current commitments to other projects; how the company will manage resources to ensure timely performance of activities.
2. Organizational Chart (1 page limit): Submit an organizational chart demonstrating the basic structure of the company and the integration of any major provider, sub-organization, and/or sub-contractor(s).
3. Key Personnel CV’s (30-page total limit): Based on the type of Activities described in Section 1.2, provide one CV each for the committed Construction Manager, Quality control engineer, Surveyor, site engineers, Site inspector or foreman and Superintendent. The CV shall indicate he/she is licensed to perform such services within the relevant jurisdiction. These roles are considered “key personnel” and substantially contribute to the evaluation of the company; the contract if awarded will require that the key personnel be committed to the project and shall not be replaced or substituted without pre-authorization by Mercy Corps.

**Table 2: Personnel capabilities**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **S/NO** | **POSITION** | **QUALIFICATION** | **TOTAL EXPERIENCE (YEARS)** | **IN SIMILAR WORKS (YEARS)** | **AS MANAGER OF SIMILAR WORKS (YEARS)** |
| 1 | Project Manager | B.Sc. Civil Engineering or, Equivalent | 15 | 10 | 5 |
| 2 | Site Agent Civil works | B.Sc. Civil or Equivalent | 10 | 5 | 5 |
| 3 | Site Agent Electromechanical works | B.Sc. Electromech. or Equivalent | 10 | 5 | 5 |
| 4 | QA Engineer | B.Sc. Civil engineering or Equivalent | 8 | 5 | 3 |
| 5 | Building Foreman | Basic Technical Education. | 10 |  |  |
| 6 | Concrete Foreman | Basic Technical Education. | 10 | 10 | - |
| 7 | Mechanical Foreman | BSc. Civil or Equivalent | 10 | 10 | - |
| 8 | Electrical Foreman | Basic Technical Education. | 10 | 10 | - |
| 9 | Pipelines Foreman | Basic Technical Education. | 10 | 8 | - |
| 10 | Land Surveyor | Certificate in Land Surveying | 10 | 7 | - |

### 3.5.3 Management:

1. Equipment and capabilities (2 page limit): Provide a list of equipment that your company owns, rents or acquired through lease. The list of equipment should be in relation to the construction works. The Applicant should own,or have assured access (specify if the equipment listed is rented, leased, or owned) to the following minimum key items of equipment in full working order, and must demonstrate that, based on known commitments, they will be available for use in the proposed contract. The Serial/Registration No. of the equipment proposed for use in the Contract shall be given. The Applicant may also list alternative equipment which they would propose for the Contract, together with an explanation of the proposal.

**Table 3: Equipment Capability**

|  |  |  |  |
| --- | --- | --- | --- |
| **S/NO** | **EQUIPMENT TYPE** | **CAPACITY** | **MINIMUM REQUIRED NO.** |
| 1 | Excavator | ½ m3 | 2 |
| 2 | Front end loader | 4 m3 | 1 |
| 3 | Backhoe |  | 1 |
| 4 | Hydraulic pressure testing machine |  | 1 |
| 5 | Pick-up truck | 1.5 Ton. | 2 |
| 6 | Tipping lorry | 7-ton | 2 |
| 7 | Non-tipping lorry | 10 Ton. | 1 |
| 8 | Mobile crane | 5 Ton. | 1 |
| 9 | Generators | 20 to 50kva | 1 |
| 10 | Roller | 5 Ton. | 1 |
| 11 | Vibratory compactor |  | 4 |
| 12 | Towed compressor | 3 m3/min. | 2 |
| 13 | Portable compressor | 2 m3/hour. | 3 |
| 14 | Transit concrete mixer |  | 1 |
| 15 | Wheel loader | 1.5 - 2.0 m3 | 1 |
| 16 | Tractor trailer |  | 1 |
| 17 | Water tanker (self-propelled) | 3500 – 4000 l | 2 |
| 18 | Concrete mixers | 50 l | 1 |
| 19 | Dumpers (751 Kg.) | 1.2 Ton. | 3 |
| 20 | Water pumps (inclusive of hoses) | 50 – 75 mm | 3 |
| 21 | Concrete vibrators | 50 mm | 5 |
| 22 | Pipeline welding machines |  | 2 |

1. Quality Management Narrative (1 page limit): describe the Applicant’s commitment and specific plan for ensuring quality control. Provide the name and qualifications of the individual responsible for ensuring quality control.

### 3.5.4 Forms

Complete and submit the documents/proof, as required in section 5

## 4. **Evaluation Criteria**

## 4.1 In order to consider the company for the technical evaluation, the below listed eligibility requirements must be met and the corresponding supporting documents listed in section 4.2 Eligibility Submittals must be submitted with SOQs. Prospective contractors who do not submit these documents will be disqualified from any further technical evaluation.

4.**2 Eligibility Submittals**

## Supplier Self-Certification of Eligibility – Submission of Attachment 1 - Supplier Information Form.

## Company Certificate of Incorporation

## Valid Trading License for the year of trading, proof of local/legal business registration

## Tax Registration Certificate, proof of local tax registration.

## Current Tax Clearance Certificate Preferably addressed to Mercy Corps sent to [et-tender-questions@mercycorps.org](mailto:et-tender-questions@mercycorps.org)

## The applicant should demonstrate that he has access to, or has available, liquid assets, unencumbered real assets, lines of credit, and other financial means of at least US$ 2 million equivalent for the project, net of the Applicant’s commitments for other contracts. However, a Bank Statement for the last six months between 01 March 2024 - 30 September 2024 or Audited Books of Accounts FY23 - FY24 will be acceptable if demonstrate the soundness of the applicant’s financial position showing long-term profitability.

## Articles and memorandum of Association with list of Directors.

## Company Profile minimum details of establishment and official operating premises and services.

## **4.3 Confidentiality**

Information relating to the Applications, their evaluation and result shall not be disclosed to Applicants or any other persons not officially concerned with the pre-qualification process until the PASS/FAIL notification of pre-qualification results is made to all Applicants.

## 4.4 **Evaluation of applications**

Mercy Corps will use criteria and requirements defined in the table below. Mercy Corps reserves the right to waive minor deviations of compliance from the qualification criteria if they do not materially affect the technical capability and financial resources of an Applicant.

The Statement of Qualification (SOQ) shall comply with the criteria established in this RFQ. Each component of the Statements of Qualifications, as described in Section 3.0, will be evaluated to determine if it meets the minimum criteria. Statements of Qualifications components which do not comply with the requirements of the RFQ, such as but not limited to, minimum qualifications, page limits, and content may be disqualified. An Applicant must receive a passing rating on all criteria.

|  |  |  |
| --- | --- | --- |
| **Technical Criteria** | **Requirements** | **Score** |
| **Experience in performing relevant / similar projects:** Portfolio showing relevant construction projects (fast track medium to large scale projects) completed in the last 5 years. | For each project in the portfolio, the following is required in Form 2: Project Location, Client, Contract Value, Duration, scope and magnitude of water infrastructure works. **Projects completed recently to be listed first**  Executive Summary (1 page), Company Background and Performance (5 pages) and Form 2 Project Experience will be used to evaluate this criterion. | PASS/FAIL |
| **Project Team Qualifications and Experience:** List of key employees with Civil/Water and electromechanical Engineering Profession with at least 8 years related working experience and should have completed 3 or more construction contracts. | Organizational structure showing names and positions of current employees.  Organizational Chart (1 page) will be used to evaluate this criterion. | PASS/FAIL |
| Resumes - Key qualified Engineers and field supervisors registered with Engineers Registration units or Ethiopian Ministry of Works and Urban Development and for international contractors’ staff from similar authority in their home country.  Key Personnel CVs (30 page limit) and Quality Management Narrative (1 page) will be used to evaluate this criterion. | PASS/FAIL |
| **List of Company Equipment and Vehicles**: List of tools, machinery, and equipment - relevant to the works under the categories specified above with copies of logbooks/ proof of ownership/ lease. | Provide a list of the company's construction equipment (loaders, tankers, trucks, cranes, etc..). This list will be verified on a later stage through site visit or through asking for official registration documents or lease agreements.  Equipment List (2 pages) will be used to evaluate this criterion. | PASS/FAIL |
| ***Note: Only applicants*** ***passing all criteria will be shortlisted*** | | |

**PREQUALIFICATION REQUIREMENTS**

All applicants **must** submit the following:

1. Eligibility Submittals
   1. Attachment 1 – Supplier Self-Certification of Eligibility Supplier Information Form (pgs. 15-16)
   2. Company Certificate of Incorporation
   3. Valid Trading License for the year of trading, proof of local/legal business registration
   4. Tax Registration Certificate, proof of local tax registration.
   5. Current Tax Clearance Certificate Preferably addressed to Mercy Corps sent to [ettenders@mercycorps.org](mailto:ettenders@mercycorps.org)
   6. Demonstration to have access to liquidity, Bank Statement for the last six months between 01 March 2024 - 30 September 2024 or Audited Books of Accounts FY23 - FY24.
   7. Articles and memorandum of Association with list of Directors.
   8. Company Profile minimum details of establishment and official operating premises and services.
2. Executive Summary - 1 page max.
3. Company Background and Performance - 5 page max.
4. Organizational Chart - 1 page max.
5. Key Personnel CVs - 6 page max, described on pg. 7
6. Equipment List - 2 page max.
7. Quality Management Narrative – 1 page max.
8. Form 1 - Applicant information form (pgs. 12-14)
9. Form 2 - Project Experience (pgs. 17-19)
10. PPDA Certificates (Public Procurement and Disposal Act certificate).

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# **5. Forms**

**Form 1**

Applicant Information Form

***The information provided will be used to evaluate the Company for Eligibility to contract with Mercy Corps.***

***Please complete all fields.***

**Applicant Information**

|  |  |
| --- | --- |
| Company Name |  |
| Any other names company is operating under (Acronyms, Abbreviations, Aliases) |  |
| Previous names of the company |  |
| Address |  |
| Website |  |
| Phone/Fax Numbers | Phone: Fax: |
| Primary Contact | Name:  Phone Number:  Email Address: |
| # of Staff |  |
| # of Locations |  |
| Avg. Value of Equipment and Materials on Hand (USD) |  |
| Government - owned (yes/no) |  |
| Name(s) of Board of Directors if any |  |
| Name(s) of Company Owner(s) |  |
| Parent companies, if any |  |
| Subsidiary or affiliate companies, if any |  |

**References**

|  |  |
| --- | --- |
| Client Name: | Contact Name, Phone, Email Address: |
| Client Name: | Contact Name, Phone, Email Address: |
| Client Name: | Contact Name, Phone, Email Address: |

**Attachment 1 – Supplier Self-Certification of Eligibility**

Company certifies that:

It, its affiliates and subsidiaries, owners, officers, directors and key employees (to the best of its knowledge) are not the subject of any government’s sanctions, designations, donor rules or prohibitions, or laws prohibiting transactions with it/them. It is not the subject of any donor government investigation into its misconduct with any other recipient of that donor's funding.

1. It, its affiliates and subsidiaries, owners, officers, directors and key employees have not and do not engage in any form of terrorism or attacks on civilians and do not provide any form of material support or financial resources for individuals or organizations that do engage in any form of terrorism or deliberate attacks on civilians.
2. It, its affiliates and subsidiaries, owners, officers, directors and key employees have not and do not engage in weapons or drugs manufacture, transport, sale or distribution.
3. It is not in default on any material credit agreement, bankrupt or being wound up, are having its affairs administered by the courts, have entered into arrangements with creditors, have suspended business activities, are the subject of proceedings concerning those matters, or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations.
4. It has not been determined to be in breach of a material contract by any legal body anytime within the past 2 years.
5. It pays taxes as and when due and is not currently the subject of any investigation or proceeding related to back-owed taxes.
6. It provides workers compensation insurance to its workers in accordance with the laws of the countries where it operates.
7. It pays social security obligations as required in the countries where it operates.
8. Its owners, officers and directors have not been convicted of an offense concerning its professional conduct and have not engaged in grave professional misconduct.
9. It, its affiliates and subsidiaries, owners, officers, directors and key employees have not been the subject of criminal investigation or judgement for fraud, corruption, human trafficking, spying, weapons transport or smuggling, sexual exploitation or abuse, involvement in a criminal organization or any other criminal activity.
10. It treats its employees with dignity and respect and maintains social operating standards, including:: working conditions and social rights: avoidance of child labor, bondage, forced labor, human trafficking or exploitation; assurance of safe and reasonable working conditions; freedom of association; freedom from exploitation, abuse, and discrimination; protection of basic social rights of its employees and Mercy Corps beneficiaries.
11. To the best of its knowledge, no Mercy Corps employee, officer, consultant or other party related to Mercy Corps has a financial interest in the Company’s business activities, nor is any Mercy Corps employee related to any owner, officer, director or employee of the company, and, if so, it will ensure that the relationship is disclosed to Mercy Corps and will not used for improper influence. Discovery of an undisclosed Conflict of Interest will result in immediate revocation of the Company’s Pre Qualified status and disqualification of Company from participation in future Mercy Corps procurement.
12. It understands that attempting to or agreeing to provide anything of value to any Mercy Corps employee, agent or representative for the purpose of encouraging that person to award Company a contract or take or not take any action related to any contract will result in immediate termination of any agreement. Company certifies that it does not engage in such conduct..
13. It understands that Mercy Corps seeks fair and open competition and the fairest price available and that any attempt by company to subvert fair and open competition, including working with other bidders to fix prices, working to exclude competition, seeking confidential information from Mercy Corps or other bidders, using multiple related or controlled companies to give the appearance of competition, or any similar activity, will result in termination of any agreement. Company certifies that it does not engage in such conduct.
14. It understands that Mercy Corps prohibits any of its partners or suppliers from bribing public officials and certifies that it does not do so.
15. It is not conducting business under other names or aliases that have not been declared to Mercy Corps.

If the Company cannot certify to any of the above it should explain why not. Mercy Corps may take the individual circumstances into account for some situations. However, any false certification could be grounds for immediate disqualification and termination of any future agreement.

By signing the Applicant Information Form you certify that your Company is eligible to supply goods and services to major donor funded organizations and that all of the above statements are accurate and factual.

Company Name:

Name of Representative:

Title:

Signature:

Date:

**Form 2**

Company Project Experience

|  |  |
| --- | --- |
| **Period** | **Contract Identification- Project**  Provide Project data and contracts for 4 or more projects |
| *[month/year - month/year]* | Contract name: *[insert full name]*  Brief Description of the works performed by the Applicant:  *[describe works performed briefly including location, type and size of facilities installed, grid intertied?, source of equipment/materials ( import or from in country), ]*  Amount of contract: *[insert amount in USD currency]*  Name of Organization: *[indicate full name]*  *[Beginning and ending date of project]*  Address: *[indicate street/number/town or city/country]* |
| *[month/year - month/year]* | Contract name: *[insert full name]*  Brief Description of the Works performed by the Applicant: *[describe works performed briefly including location, type and size of facilities installed, grid intertied?, source of equipment/materials ( import or from in country)]*  Amount of contract: *[insert amount in USD currency]*  Name of Organization: *[indicate full name]*  *[Beginning and ending date of project]*  Address: *[indicate street/number/town or city/country]* |
| *[month/year - month/year]* | Contract Full name:  Brief Description of the Works performed by the Applicant: *[describe works performed briefly including location, type and size of facilities installed, grid intertied?, source of equipment/materials ( import or from in country)]*  Amount of contract:  Name of Organization:  *[Beginning and ending date of project]*  Address: *[indicate street/number/town or city/country]* |
| *[month/year - month/year]* | Contract name: *[insert full name]*  Brief Description of the Works performed by the Applicant: *[describe works performed briefly including location, type and size of facilities installed, grid intertied?, source of equipment/materials ( import or from in country)]*  Amount of contract: *[insert amount in USD currency]*  Name of Organization: *[indicate full name]*  *[Beginning and ending date of project]*  Address: *[indicate street/number/town or city/country]* |
| *[month/year - month/year]* | Contract name: *[insert full name]*  Brief Description of the Works performed by the  Applicant: *[describe works performed briefly] including location, type and size of facilities installed, grid intertied, source of equipment/materials ( import or from in country),*  Amount of contract: *[insert amount in USD currency,*  Name of Organization: *[indicate full name]*  *Beginning and ending date of project*  Address: *[indicate street/number/town or city/country]* |

**Acronyms**

RFQ Request for Qualifications

SOQ Statements of Qualifications

USD United States Dollar

PPDA Public Procurement and Disposal Act

CV Curriculum vitae

NGO Non Government Organization

FY Financial Year

USAID United States Agency for International Development

MC Mercy Corps

WC-1 Water Works Contractor Grade-1