



## CALL FOR PROPOSAL

### RESULTS-BASED FINANCING FOR INSTALMENT-BASED AND PAYGO SOLAR WATER PUMPING SYSTEMS

**PROJECT: PRODUCTIVE USE OF RENEWABLE ENERGY IN AGRICULTURAL  
VALUE CHAINS IN RWANDA**



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## 1. INVITATION TO BID

Energising Development (EnDev), through a consortium of GIZ, Mercy Corps (through its Energy 4 Impact platform, MC-E4I), and European Cooperative for Rural Development (EUCORD), invites applications for proposals from solar water pumping companies wishing to participate in the Results-Based Financing scheme to supply and install solar water pumping and irrigation systems for small scale farmers in the eastern province of Rwanda, using a Pay-As-You-Go or other forms of instalment-based business models. The Consortium intends to work with a maximum of three companies, based on conformance to bid requirements, pricing, capacity to provide necessary services, and applicable eligibility criteria. EUCORD is steering the application and contracting process, and successful companies will enter a contract with EUCORD.

### 1.1. Bid Details

<b>Project:</b>	Productive Use of Renewable Energy in Agricultural Value Chains in Rwanda (PURE.Ag)
<b>Country:</b>	Rwanda
<b>Tender Reference:</b>	PUREAG-001-270324
<b>Date of Publishing:</b>	27 <sup>th</sup> March 2024
<b>Submission of interest to participate in the call for proposals:</b>	Interested participants to send formal notification of interest to participate in the call for proposals by <b>4<sup>th</sup> April 2024</b> via email to: <a href="mailto:inforwanda@eucord.org">inforwanda@eucord.org</a>  See draft under Schedule 6 of Returnable Schedules
<b>Clarification questions:</b>	Clarification questions should be submitted by: <b>5<sup>th</sup> April 2024</b> Questions should be submitted via email to: <a href="mailto:inforwanda@eucord.org">inforwanda@eucord.org</a>  and copy <a href="mailto:paodhiambo@mercy Corps.org">paodhiambo@mercy Corps.org</a> <a href="mailto:dorothee.merkl@giz.de">dorothee.merkl@giz.de</a> <a href="mailto:yvette.ingabire@giz.de">yvette.ingabire@giz.de</a>
<b>Clarification responses publish:</b>	Final responses to clarification questions will be sent to all interested parties by 11 <sup>th</sup> April 2024
<b>Proposals submission deadline:</b>	<b>19<sup>th</sup> April 2024</b> , 1600Hrs GMT+2
<b>Proposal submission method</b>	Via e-mail, attached documents in PDF format to: <a href="mailto:inforwanda@eucord.org">inforwanda@eucord.org</a>

## 2. CONTEXT

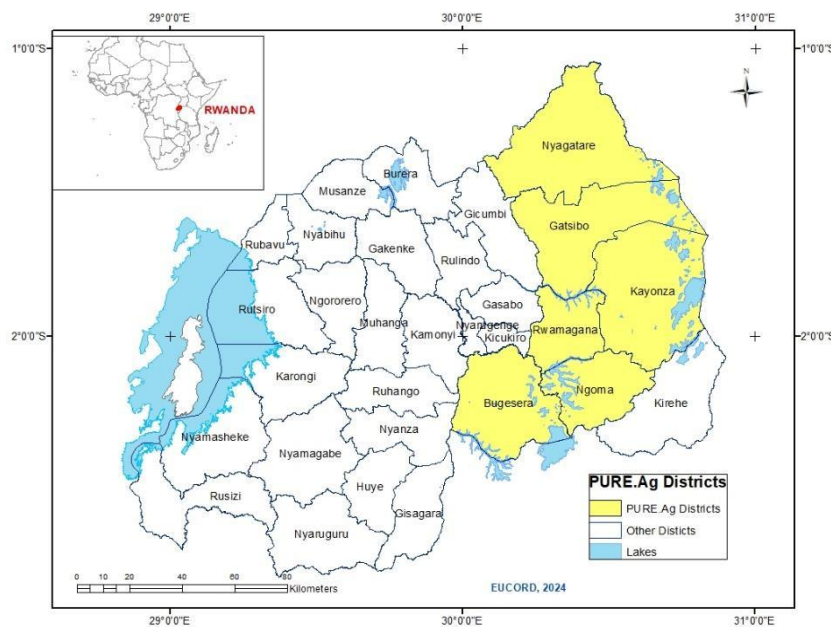
### 2.1. The Project

The Productive Use of Renewable Energy in Agricultural Value Chains (PURE.Ag) project aims to promote the growth of the solar irrigation market in the agricultural sector in Rwanda by implementing a Results-Based Financing (RBF) scheme, which will provide incentives to solar-powered water pumps (SWPs) suppliers to develop and test business models that involve instalment-based payments (Pay-As-You-Go, Harvest-Based Payments, etcetera). This approach is intended to address the affordability concern associated with the high upfront costs of solar water pumping technologies, thereby enabling farmers to enhance their productivity and improve their incomes by adopting and using these renewable energy technologies.

### 2.2. The Consortium

<b>Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ)</b>	GIZ supports the coordination of project PURE.Ag, via the Energising Development (EnDev) Programme.
	EnDev is a multi-donor programme, funded by Germany, the Netherlands, Switzerland, and Norway and coordinated by the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) and the Netherlands Enterprise Agency (RVO).
	PURE.Ag is funded by EnDev
<b>Mercy Corps - Energy 4 impact</b>	Energy 4 Impact (E4I) is Mercy Corps' energy platform dedicated to expanding access to clean energy, by offering market-based programming in energy access, productive use of energy, agriculture, and financial inclusion, among others.
	Mercy Corps is responsible for project management of PURE.Ag.
<b>European Cooperative for Rural Development (EUCORD)</b>	EUCORD is a Dutch-registered non-profit organization with 20 years of experience in sub-Saharan Africa. Works to improve the livelihoods of farmers by developing an efficient and competitive Agri-sector toward rural economic growth.
	EUCORD is responsible for the implementation of project PURE.Ag.

### 2.3. Geographical Locations



PURE Ag. is working in an initial six Districts:

- Bugesera
- Ngoma
- Rwamagana
- Gatsibo
- Kayonza
- Nyagatare

Additional districts may be added during project implementation.

Figure 1: Rwandan map highlighting project locations

### 3. INSTRUCTIONS TO BIDDERS

#### 3.1. Bidder Eligibility

- The bidder must be an established solar water pump supplier company.
- The bidder may be a private legal entity or association, including a joint venture or consortium with legal capacity to enter a binding contract.
- The bidder must not be a public or government-owned entity.
- The bidder can be a company registered with SAIP and/or SSIT, but not necessarily have to be - companies that are not (yet) registered with SAIP and/or SSIT are also eligible to apply for this tender.
- The bidder, and all parties constituting the bidder, may have the origin/nationality of any country.
- Be formally constituted and registered in Rwanda at the time of this Call for Proposals (Company/Business Registration, Trade License/Business Permit).
- Be compliant with the Rwandan regulations governing all aspects of subject business operations directly or otherwise (Tax Registration, Tax Compliance Certificate).
- Have physical presence in Rwanda (employees, offices, operations, etc.) or be partnering with an entity that has a physical presence in Rwanda.
- Have demonstrable experience and capacity to supply, install, troubleshoot, and repair respective solar water pumping and irrigation systems ranging from small to large scale capacities.
- Applicants may not apply and will be rejected as ineligible if they or their principals:
  - If the bidder's proposal is incomplete (see section 4.2 below),
  - Are on any list of sanctioned parties issued by; or are presently excluded or disqualified from participation in this transaction by: the Rwandan government, the European Union, the United Nations, or public international organizations.
  - Are bankrupt or in the process of going bankrupt.
  - Have been convicted of illegal/corrupt activities, and/or unprofessional conduct.
  - Have not fulfilled obligations related to payment of applicable taxes and fees.
- Applicants must exhibit sound management processes in the form of financial, administrative, and technical policies and procedures and present a system of internal controls that safeguard assets; protect against fraud, waste, and abuse; and support the achievement of program goals and objectives. Falsification of proposal information shall result in rejection/cancellation of the award.

#### 3.2. Product Eligibility

The project aims to enhance distribution and uptake of solar-powered water pumping technologies based on digitized PAYGo as well as other instalment-based payment mechanisms, for irrigation in various agricultural value chains. Attributes of targeted SWP products are as below:

- Set of pumps that are appropriate for smallholder farmers.
- Set of pumps that are appropriate for medium scale cooperatives and farmer groups.
- Surface pumps and submersible pumps.
- Plug & Play Kits, and Component-based Kits are both applicable.
- DC and AC pumps are applicable.

Table 1 below highlights minimum technical quality requirements of the solar water pumping system.

Key Feature and Technical Quality Requirements		
	Pump and Motor	Solar Module
Pump type	<ul style="list-style-type: none"> <li>Submersible or Surface, depending on the water source and site needs.</li> <li>The surface water pump set is to be mounted on a wheeled trolley for mobility.</li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>
Efficiency	<ul style="list-style-type: none"> <li>Motor: &gt;80%</li> </ul>	<ul style="list-style-type: none"> <li>Min 20%</li> <li>Anti-PID guarantee</li> </ul>
Reliability	<ul style="list-style-type: none"> <li>Legacy brands present in the market for at least last 10years</li> <li>1 year product warranty</li> <li>Motor: 5 years performance warranty</li> <li>Pump: 7 years performance warranty</li> </ul>	<ul style="list-style-type: none"> <li>Legacy brands present in the market for at least last 10years.</li> <li>20 years linear power output warranty</li> <li>10 years product warranty</li> </ul>
Standards conformity	<ul style="list-style-type: none"> <li>EN 809 and EN 60034-1</li> </ul>	<ul style="list-style-type: none"> <li>IEC/EN 61215 and 61730</li> </ul>
Robustness	<ul style="list-style-type: none"> <li>Non-corrodible material constructions e.g. stainless steel of AISI 304 rating or higher.</li> <li>Permanently lubricated.</li> <li>Applicable to surface and ground water pumping for respective temperatures and water quality.</li> </ul>	<ul style="list-style-type: none"> <li>Durability against harsh environment – ability to withstand mechanical (wind, dust) loads on front and back sides.</li> <li>Non-corrodible anodized aluminium alloy frame.</li> <li>Monocrystalline N-type cells</li> <li>IP68 rated junction box.</li> <li>-20 °C - + 60 °C operating temperatures</li> </ul>
Serviceability	<ul style="list-style-type: none"> <li>Maintenance-free</li> <li>Modular design for part replacement e.g. detachable pump and motor.</li> </ul>	<ul style="list-style-type: none"> <li>Tempered Front Glass with anti-reflection coating.</li> <li>Easy to clean surface</li> </ul>

*Table 1: Key Feature and Technical Quality Requirements*

### 3.3. Tender Basis

- i. Throughout this RFP document:
  - a. The term “consortium” refers collectively to EnDev, MC-E4I, and EUCORD.
  - b. Terms “applicant” “bidder” and “offeror” are used interchangeably to refer to the interested qualified private company submitting a proposal in response to this Request for Proposal.
- ii. This Call for Proposals (CFP) intends to identify three solar water pump suppliers with whom to partner in the PURE.Ag project to reach a minimum of 400 small scale farmers with 100 solar water pumping systems. The project will offer the following areas of support to the selected companies:
  - Technical assistance and business advisory support to develop viable PAYGo/instalment-based business cases and platforms for smallholder farmers.
  - Technical support to map and identify viable SWP crop value chains and farmer segments for SWPs based on cost and irrigation functionality.
  - Support to execute go-to-market (GTM) strategies, set up demonstration sites and develop farmer trainings.
  - Advocacy with SAIP/SSIT for support of the PAYGo and instalment-based structures.
- iii. Each offeror may submit one response only.
- iv. Bidders should ensure that financial offers are devoid of calculation errors. If errors are identified during the evaluation process, the unit price will prevail. If there is ambiguity on the unit price, the Selection Committee may disqualify the offer.

- v. This CFP does not obligate the consortium to execute a contract, nor does it commit the consortium to pay any costs incurred in the preparation and submission of proposals.
- vi. The proposals shall be quoted in US Dollars, inclusive of all applicable taxes, and shall remain valid for up to 600 days from date bids opening.
- vii. The bidder shall serialize all pages of their bid documents chronologically.
- viii. Late proposal submissions and additional documents shall not be accepted past the closing date and time.
- ix. Response documents - a completed bid shall include following documents (**refer to section 4.1 for further details o bid documentation**):
  - Proposal Submission Letter (signed and stamped).
  - Applicant Details Form (duly filled and with official stamp)
  - Proof of legal registration (permits, licences, registration certificates)
  - Tax compliance certifications
  - Technical Proposal (signed and stamped)
  - Financial Proposal (signed and stamped as per Schedule 3)
  - Annex 2 – Returnable Schedules
    - Schedule 1 - Form of Bid
    - Schedule 2 - Applicant Information Form
    - Schedule 3 – Financial Proposal
    - Schedule 4 – Implementation Workplan
    - Schedule 5 – Bidder’s Experience
    - Schedule 6 – Applicant Self-Certification and Eligibility
- x. **Language** - All the documents that form part of the proposal must be written in English and be indelible.

## 4. PROPOSAL SUBMISSION AND SUPPORT PROCESS

### 4.1. Proposal Submission

Besides other documents (licenses, permits, tax clearances etcetera) and information as listed in section 3.3 above, the proposal shall also contain sections listed below, responding fully to all requirements of the CFP.

All financial proposals shall be submitted in the currency USD.

- a. **Proposal Submission Letter** (1 Page Limit) – Returnable Schedule – 1
- b. **Applicant Information Form** - Returnable Schedule - 2
- c. **Implementation Workplan** - Returnable Schedule - 3
- d. **Applicant's Experience** - Returnable Schedule – 4
- e. **Applicant's Self-certification of Eligibility** - Returnable Schedule - 5
- f. **Technical Proposal**

Submit the information as required below, using appropriate forms where provided. The absence of any required submittal information may disqualify the applicant.

**Company's Background and Technical Capacity** - (5-page limit) as per the scope of work.

- Describe the organizational structure, lines of responsibility, and roles within the company.
- Provide a brief description of representative projects performed within the past five years which are relevantly similar to this project; including a client reference for each listed project.
- Describe in detail the approach or methodology the bidder intends to apply to achieve the objectives and tasks outlined in the scope of work.

Describe in detail how the results-based payments will be used and demonstrate the additionality of the investments.

**Key Personnel** – provide Pa brief descriptions of each of the key personnel assigned to this project, highlighting their previous experience which aligns to the needs of this project.

#### **System Details**

- Provide detailed technical descriptions of each proposed solar water pumping system, including method of installation and mode of operation.
  - Provide details on existing customer relations management systems (if any)
- g. Provide a detailed description of the after sales services and warranty included in the purchase of the solar water pumping system.
  - h. **Financial Proposal**

Submit a detailed financial proposal, highlighting all costs required to carry out this assignment. There is no specific format for the financial proposal; however, the bidder must satisfy other requirements specified elsewhere in the tender package in regard to currency, validity period, and other specifications within returnable schedules.

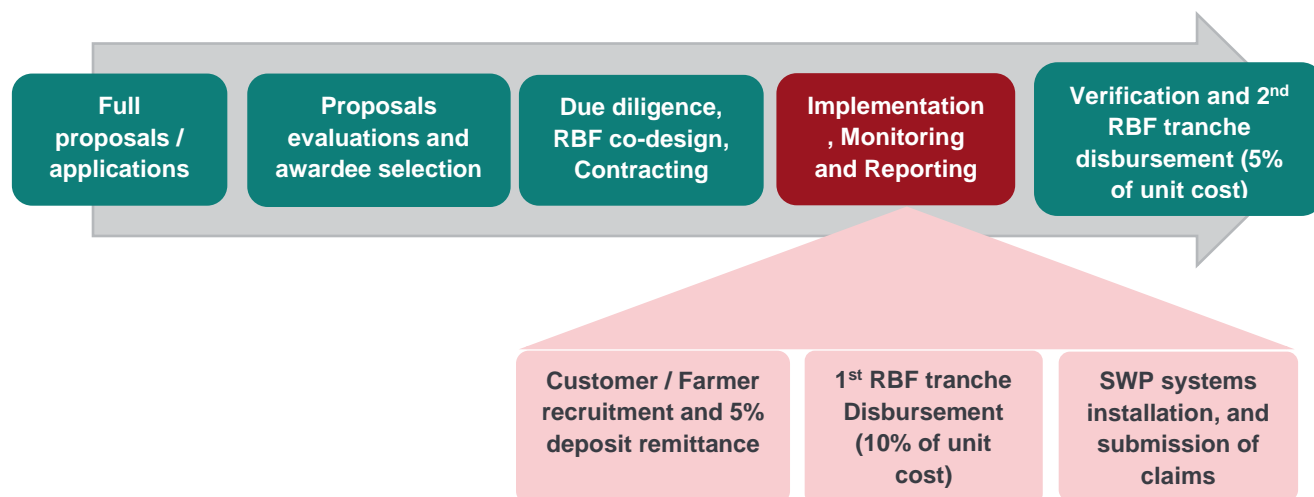
**Price Offer:** The Price offer is used to determine which offer represents the best value and serves as a basis of negotiation before award of a contract. The contract shall be a fixed unit price results-based financing scheme, based on the number of SWP systems installed. Details on milestones and limits on the project shall be agreed upon in the contract between the awarded bidders and EUCORD.

**Currency:** Bidders are to prepare their financial offers in USD. RBF payments to companies shall be transacted in Rwandan Franc. Conversions are done on basis of the BPR Bank Rwanda PLC exchange rate on the time of disbursement.



## 4.2. Technical Support Process Overview

The project shall run for eight months between May 2024 and December 2024, through which 100 SWP systems are targeted to be distributed, and through which various components of technical support and business advisory shall be given to the awardee(s). Figure 2 below outlines the process from application to disbursement of funds, as an overview of the support process envisioned.



*Figure 2: SWP Company support process overview*

The following points describe further the key proposed support areas:

- Facilitating co-creation sessions for needs assessment and to develop TA plans and approaches that best address the SWP company needs, with a keenness to wider sectorial improvement.
- Facilitating linkages between SWP distributors and FIs interested to leverage PAYGo platforms for asset tracking and payment collection.
- Mapping and identifying viable SWP crop value chains and farmer segments for SWPs based on cost and irrigation functionality.
- Supporting companies with setting-up demonstration sites (*leveraging the ten host farmer groups*) and executing go-to-market (GTM) strategies and PAYGo/instalment business model.
- Supporting SWP distributors with launching inclusive awareness campaigns that reach smallholder farmers and women farmers.
- Supporting companies with developing farmer trainings and informational materials, and rolling out training on operation and maintenance of the technology among SWP customers.
- Periodic performance review meetings with companies, verification of SWP RBF sales and timely disbursement of RBF funds.

## 5. EVALUATION CRITERIA

A selection committee will evaluate proposals from eligible companies. The Consortium reserves the right to accept or reject any or all proposals and to accept the offer(s) deemed to be in the best interest of the project.

The Selection Committee will conduct a technical evaluation which will grade technical criteria on a weighted basis (each criterion is given a percentage, all together equating 100%). Proposals should consist of all required technical components so that the committee can evaluate effectively and assign points based on the strength of a technical submission. The Selection committee will assign points based on the following scale:

### Point Rationale

- 0 Not acceptable; has not met any part of the specified criteria
- 1-4 Has only met some minimum requirements and may not be acceptable
- 5 Acceptable: has met all minimum requirements
- 6-9 Acceptable; has met all requirements and exceeds some
- 10 Acceptable; has exceeded all requirements

Further detailed specifics of the Technical Evaluation Criteria and Financial Evaluation Criteria are as outlined in the RFP

Evaluation Criteria	Weight (%) A	Possible Points (1-10) B	Weighted Score (A*B)
<p>Demonstrated experience in solar water pumping systems with a focus on supply, installation, maintenance, after-sales service and end-user training, and particular experience in Rwanda. Bidder has shared details of the relevant projects completed/ongoing within the last 5 years, with applicable business models.</p>	25%		
<p>Proposed approach is gender inclusive and seeks to improve gender equality and empower t other marginalized groups to benefit from and contribute to this project.</p>	10%		
<p>Demonstrated qualifications and experience of the proposed team that would be assigned to the project (solar water pumping, irrigation systems, end-user training, etc.). Bidder has shared a short bio and CV of each proposed team member.</p>	15%		
<p>Methodology for the proposed approach demonstrates effective understanding of the project and clarity of the technical solution(s) proposed.</p> <p>The applicant must demonstrate that the proposed solution is technologically and economically viable, with a defined sustainability plan to deliver the proposed SWP solutions post the period-of-performance of this project:</p> <ul style="list-style-type: none"> <li>- Customer registration and management plan.</li> <li>- Methodology for demand assessment</li> <li>- Detailed and specific elaboration on the planned instalment-based/PAYGO business model to deliver the solutions under the RBF.</li> <li>- Technical design of SWP solution(s) proposed</li> </ul>	50%		

<ul style="list-style-type: none"> <li>- Defined proposed pump sizes/models and other components.</li> <li>- Established supply chains for all other key components and timeline for delivery.</li> <li>- Clear and achievable implementation schedule.</li> <li>- Describe the proposed uses of the RBF funds.</li> <li>- Operational strategy and risk matrix with respect to target project locations.</li> <li>- Financing strategy incorporates a proposed/existing PAYGo or other instalment-based model and payment plan for farmers.</li> </ul>			
<b>Total</b>	<b>100%</b>		

The competitiveness of the financial proposal will be assessed against the following criteria:

- Detail unit cost(s) per SWP system supply, delivery, and installation.
- Includes financial information on the required SWP system subsidy (RBF).
- Sound economic and financial analysis with documented assumptions.
- Average project revenue per customer and cumulatively.

Bidders scoring more than 50% in the technical evaluation will undergo financial evaluation. The technical evaluation holds a weight of 3:1 compared to the financial proposal.

## 6. THE RESULTS-BASED FINANCING SCHEME

### 6.1. RBF Mechanisms

The RBF approach targets to reach at least 400 small scale farmers with 100 SWP systems, increasing adoption of these technologies through instalment-based payment mechanisms. The RBF scheme shall be attributed with specific milestone aspects of the project, with the main being the number of SWP systems supplied and installed. The related milestones shall be agreed upon with the awardee(s). The purpose of the RBF is to incentivise companies to introduce instalment-based offers that improve affordability for farmers and help alleviate cash flow constraints by extending in-house credit. An overview of the RBF incentive structure is outlined in Figure 3 below:

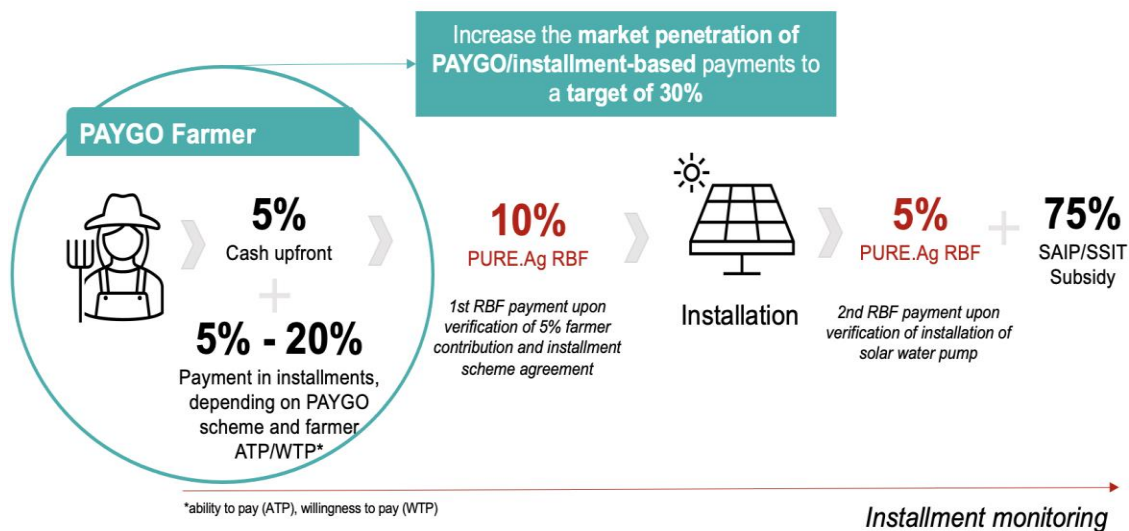


Figure 3: RBF monitoring process outline<sup>1</sup>

How the RBF works:

#### 1st Component

- An initial 10% equivalent to SWP system unit cost.
- Disbursement upon:
  - confirmation of the signed sales contract with the farmer (individual or group) committed to taking up the SWP technologies, and upon operationalization of a payment plan, AND
  - confirmation of the farmer having deposited an equivalent 5% of SWP system unit cost with the SWP supplier, AND
  - confirmation of sufficient stock in the suppliers` warehouse.

#### 2nd Component

- A second 5% equivalent to SWP system unit cost.
- Disbursement upon confirmation of SWP systems installation and independent verification, of both the installation and effective availability of after-sale services.

Attributes and Objectives of the RBF Incentive:

- The RBF scheme is targeted to incentivise the SWP companies into establishing and operationalizing

<sup>1</sup> Please note that the 75% SSIT/SAIP subsidy only apply to members of SAIP or SSIT. However, it is not obligatory to be a member of these subsidy programmes in order to apply to the RBF.

PAYGo and other instalment-based models for smallholder farmers. The RBF incentive does not necessarily form part of the SWP system unit cost. The RBF payments are provided as a supply-side subsidy, meaning that it is up to the company how these funds are allocated in their operations and whether and to what extent these are handed to the end-user. The intended use of the RBF funds and their additionality must be elaborated in the technical proposal.

- Payment will be made upon achievement of pre-agreed milestones at two levels, with the main milestone being the number of verified SWP units sold and in active use by the smallholder farmers.
- Despite the range of TA support areas, the SWP companies independently design how to achieve the pre-agreed milestones, and as such, take full responsibility of ensuring success of the chosen go-to-market strategies.
- Farmer registration and 5% upfront payment by the farmer will act as the trigger for the first confirmation of a farmers 5% deposit and disbursement of the first component of RBF.
- Independent verification of achievement of pre-determined milestones will act as the trigger for disbursement of second tranche of RBF payments.

## **6.2. Eligible Use of RBF Incentive**

The RBF incentive is equivalent to 15% of SWP system unit cost and can be used to cater for or reduce the cost of scaling up last-mile distribution of SWPs. However, the fund uses are not limited to this and the SWPs companies are generally free to apply the funds to other relevant, project-related activities including:

- Awareness raising, market entry and distribution costs.
- Additional operational costs through the instalment-based business model, including setting up of customer relations and payment management systems.
- Activities to enhance user demand and uptake.
- End-user training activities, quality assurance or technical assistance to farmers.
- Piloting consumer credit options including PAYGo models and/or partnership with local/rural credit providers or other financial intermediaries.
- Other need-based costs as agreed with the project.

The following expenditures will not be eligible for use of RBF Incentives.

- Procurement of sales inventory.
- Purchase of real estate assets.
- Leasing of equipment or vehicles for applicant use and vehicle mileage charges.
- Bank charges, cost of guarantees, and similar charges.
- Intellectual property rights/registrations.

## 7. RETURNABLE SCHEDULES

### 7.1. Schedule 1 – Proposal Submission Letter

The Consortium  
Dear Sir/Madam,

**RE: Application for RBF of PAYGo SWP Systems, Ref No: PUREAG-001-270324 dated 27th March 2024**

We, **[Name of Bidder]**, hereby submit a bid for the above-referenced works in response to the above-referenced ITB.

We commit that in submission of this bid, we have complied with, and are willing to be bound by, any and all of the requirements and provisions of the above-referenced CFP, including the terms of reference and conditions of the Contract.

Based on the above, our proposed Contract Price is: **[Insert Proposed Contract Price in numbers and letters, in USD]**.

Our bid shall remain valid for acceptance until 60 days from the deadline of proposal application.

We acknowledge and agree that:

- It is the responsibility of **[Name of Bidder]**, to ensure that the bid response reaches the consortium in the right format at the right time.
- All documents are signed by personnel authorized to do so on behalf of the company.
- The bidder, including all its constituting parties, are jointly and severally bound by this bid.
- The Consortium (EnDev, Mercy Corps, EUCORD) bears no liability and no binding before or at notification of contract award, until the contract is executed by both parties.
- The Consortium (EnDev, Mercy Corps, EUCORD) is not bound to accept or award a bid merely on the basis of lowest financial offer that it may receive in response to the above-referenced CFP.

I, the undersigned, certify that I am duly authorized by **[insert name of bidder]** to sign this bid and bind **[insert name of bidder]** should The Consortium accept this bid:

CFP Ref No.:

---

Name of bidder:

---

Date:

---

Signature:

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**[Stamp form of bid with official stamp of the bidder]**

## 7.2. Schedule 2 – Applicant Information Form

Company Name	
Any other names the company is operating under (Acronyms, Abbreviations, Aliases)	
Address of Registered Office:	
Business Registration No.:	
Website:	
Phone/Fax Numbers:	Phone: Fax::
Primary Contact / Bidder's Representative:	Name: Phone Number: Email Address:
Number of Staff:	
Office/Project Locations in Rwanda:	
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:	

***[Stamp form of bid with official stamp of the bidder]***

### 7.3. Schedule 3 – Implementation Workplan

**Note:**

Bidders shall submit a preliminary detailed implementation plan, to outline activities, implementation approach/sequence, and timelines to ensure good and timely execution of related works.

Bidders shall make their own assessment of works, timings, and activities for successful realization of the project's target outcome/objectives.

The preliminary detailed implementation plan (DIP) shall have sufficient information to enable the selection committee to make objective evaluation of the execution plan, in relation to the proposed business and operation models.

RFP Ref No.:

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Name of bidder:

---

Date:

---

Signature:

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**7.4. Schedule 4 – Applicant’s Experience: Work Completed, Works in Hand**

**Note:**

Fill below table to detail previously completed projects and currently ongoing projects that are similar to the bid.

Contract Name, Title, Location	Brief Description of the Works Executed	Total value of works the Contractor was responsible for (USD)	Completion date	Contact details of Employer (Name, Address, Tel, E-mail)

RFP Ref No.:

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Name of bidder:

---

Date:

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Signature:

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***[Stamp form of bid with official stamp of the bidder]***

## 7.5. Schedule 5 – Applicant 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.

- i. 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.
- ii. 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.
- iii. 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 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.
- iv. It has not been determined to be in breach of a material contract by any legal body anytime within the past 2 years.
- v. It pays taxes as and when due and is not currently the subject of any investigation or proceeding related to back-owed taxes.
- vi. It provides workers compensation insurance to its workers in accordance with the laws of the countries where it operates.
- vii. It pays social security obligations as required in the countries where it operates.
- viii. Its owners, officers and directors have not been convicted of an offense concerning its professional conduct and have not engaged in grave professional misconduct.
- ix. 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.
- x. It treats its employees with dignity and respect and maintains social operating standards, including working conditions and social rights: avoidance of child labour, bondage, forced labour, 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.
- xi. To the best of its knowledge, no EUCORD employee, officer, consultant, or other party related to EUCORD 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 be 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.
- xii. It understands that attempting to or agreeing to provide anything of value to any EUCORD 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.
- xiii. It understands that EUCORD 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 EUCORD 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.

xiv. It understands that EUCORD prohibits any of its partners or suppliers from bribing public officials and certifies that it does not do so.

xv. It is not conducting business under other names or aliases that have not been declared to EUCORD.

If the Company cannot certify to any of the above, it should explain why not. EUCORD 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.

RFP Ref No.:

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Name of bidder:

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Date:

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Signature:

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***[Stamp form of bid with official stamp of the bidder]***