

## 1.2 TENDER FORM

Publication reference: 81 I/2024/CUAMM/SS/CLEANING MATERIAL and GENERAL SUPPLIES

**SUBJECT: INVITATION TO LOCAL OPEN TENDER FOR TENDERERS PRE-QUALIFICATION AND FRAMEWORK AGREEMENT ON CLEANING MATERIAL AND GENERAL SUPPLIES THE PROJECTS IMPLEMENTED BY CUAMM IN JUBA, (CENTRAL EQUATORIA STATE), YIROL AND RUMBOK, (LAKES STATE), MUNDRI AND LUI (WESTERN EQUATORIA STATE), SOUTH SUDAN**

### A: CUAMM – SOUTH SUDAN

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One signed form must be supplied.

#### I SUBMITTED BY

	Name of tenderer	Nationality <sup>2</sup>
Supplier		

#### CONTACT PERSON (for this tender)

Name	
Address	
Telephone	
E-mail	

#### 2 TENDERER'S DECLARATION(S)

**As part of their tender, each legal entity identified under point I of this form must submit a signed declaration using this format, together with the declaration of honour on exclusion and selection criteria and copy of certificates requested.**

In response to your open local tender launched for the above pre-qualification and framework agreement for the product category "Cleaning Material and General Supplies", we, the undersigned, hereby declare that:

1. We have examined and accept in full the content of the dossier for invitation to tender No 81 I/2024/CUAMM/SS/CLEANING MATERIAL and GENERAL SUPPLIES of 10/06/2024. We hereby accept its provisions in their entirety, without reservation or restriction.
2. We offer to supply, in accordance with the terms of the tender dossier and the conditions and time limits laid down, without reserve or restriction, the list of items included in the product category "CLEANING MATERIAL and GENERAL SUPPLIES" requested by Cuamm.
3. The proposed price list of our tender is in USD and attached to this proposal under the financial offer section.
4. This tender is valid for a period of 90 days from the final date for submission of tenders.

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<sup>2</sup> Country in which the legal entity is established.

5. Our firm/company has the following nationality: <.....>
6. We are making this tender on an individual basis. We confirm that we are not tendering for the same contract in any other form.
7. We undertake, if required, to provide the proof usual under the law of the country in which we effectively are established that we do not fall into any of the exclusion situations. **The date on the evidence or documents provided will be no earlier than one year before the date of submission of tender** and, in addition, we will provide a statement that our situation has not altered in the period which has elapsed since the evidence in question was drawn up.  
  
We also undertake, if required, to provide evidence of financial and economic standing and technical and professional capacity according to the selection criteria for this call for tender specified in the additional information about the contract notice.
8. We agree to abide by the ethics clauses in the tender dossier and, in particular, have no conflict of interests or any equivalent relation which may distort competition with other candidates or other parties in the tender procedure at the time of the submission of this application. We have no interest of any nature whatsoever in any other tender in this procedure.
9. We will inform the Contractor immediately if there is any change in the above circumstances at any stage during the implementation of the contract. We also fully recognise and accept that any inaccurate or incomplete information deliberately provided in this application may result in our exclusion from this pre-qualification process and selection for the framework agreement.
10. We note that the contractor is not bound to proceed with this invitation to tender and that it reserves the right to award only part of the contract. It will incur no liability towards us should it do so.

Name and first name: [.....]

Duly authorised to sign this tender on behalf of:  
[.....]

Place and date: [.....]

Stamp of the firm/company:

**Annex I.2.1\_Declaration of honor on exclusion criteria and selection criteria**

The undersigned [insert name of the signatory of this form]

\_\_\_\_\_, representing:

<i>(only for natural persons)</i> himself or herself	<i>(only for legal persons)</i> the following legal person:
<b>ID or passport number:</b>  (‘the person’)	Full official name: Official legal form: Statutory registration number: Full official address: VAT registration number:  Attached you can find: <ul style="list-style-type: none"> <li>• <b>Copy of Chamber of Commerce registration,</b></li> <li>• <b>Copy Tax Identification Certificate - valid tax registration</b></li> <li>• <b>Copy of Certificate of Operation,</b></li> <li>• <b>Copy of Valid Operations License</b></li> </ul>

The person is not required to submit the declaration on exclusion criteria if the same declaration has already been submitted for the purposes of another award procedure of the same contractor, provided the situation has not changed, and that the time that has elapsed since the issuing date of the declaration does not exceed one year.

In this case, the signatory declares that the person has already provided the same declaration on exclusion criteria for a previous procedure and confirms that there has been no change in its situation:

<b>Date of the declaration</b>	<b>Full reference to previous procedure</b>

**YOU HAVE TO FILL IN THE DECLARATION CHOISING ONE OF THE AVAILABLE OPTIONS (YES, NO, NA). IF YOU ARE IN ONE OF THE EXCLUSION SITUATIONS DESCRIBED BELOW, YOU ARE NOT ELIGIBLE.**

**I – Situations of exclusion concerning the person**

**(if the person is in one of this EXCLUSION situation, the person has to tick YES. If not, tick NO.)**

(I) declares that the person is in one of the following situations:	YES	NO
(a) it is bankrupt, subject to insolvency or winding-up procedures, its assets are being administered by a liquidator or by a court, it is in an arrangement with creditors, its business activities are suspended or it is in any analogous situation arising from a similar procedure provided for under Union or national law;	<input type="checkbox"/>	<input type="checkbox"/>
(b) it has been established by a final judgment or a final administrative decision that the person is in breach of its obligations relating to the payment of taxes or social security contributions in accordance with the applicable law;	<input type="checkbox"/>	<input type="checkbox"/>
(c) it has been established by a final judgment or a final administrative decision that the person is guilty of grave professional misconduct by having violated applicable laws or regulations or ethical standards of the profession to which the person belongs, or by having engaged in any wrongful conduct which has an impact on its professional credibility where such conduct denotes wrongful intent or gross negligence, including, in particular, any of the following:		
(i) fraudulently or negligently misrepresenting information required for the verification of the absence of grounds for exclusion or the fulfilment of eligibility or selection criteria or in the performance of a contract or an agreement;	<input type="checkbox"/>	<input type="checkbox"/>
(ii) entering into agreement with other persons with the aim of distorting competition;	<input type="checkbox"/>	<input type="checkbox"/>
(iii) violating intellectual property rights;	<input type="checkbox"/>	<input type="checkbox"/>

(iv) attempting to influence the decision-making process of the contracting authority during the award procedure;	<input type="checkbox"/>	<input type="checkbox"/>
(v) attempting to obtain confidential information that may confer upon it undue advantages in the award procedure;	<input type="checkbox"/>	<input type="checkbox"/>
(d) it has been established by a final judgment that the person is guilty of any of the following:		
(i) fraud, within the meaning of Article 3 of Directive (EU) 2017/1371 and Article I of the Convention on the protection of the European Communities' financial interests, drawn up by the Council Act of 26 July 1995;	<input type="checkbox"/>	<input type="checkbox"/>
(ii) corruption, as defined in Article 4(2) of Directive (EU) 2017/1371 or active corruption within the meaning of Article 3 of the Convention on the fight against corruption involving officials of the European Communities or officials of Member States of the European Union, drawn up by the Council Act of 26 May 1997, or conduct referred to in Article 2(1) of Council Framework Decision 2003/568/JHA, or corruption as defined in other applicable laws;	<input type="checkbox"/>	<input type="checkbox"/>
(iii) conduct related to a criminal organization, as referred to in Article 2 of Council Framework Decision 2008/841/JHA;	<input type="checkbox"/>	<input type="checkbox"/>
(iv) money laundering or terrorist financing, within the meaning of Article 1(3), (4) and (5) of Directive (EU) 2015/849 of the European Parliament and of the Council;	<input type="checkbox"/>	<input type="checkbox"/>
(v) terrorist offenses or offenses related to terrorist activities as well as of inciting, aiding, abetting or attempting to commit such offenses as defined in Articles 3, 14 and Title III of Directive (EU) 2017/541 of the European Parliament and of the Council of 15 March 2017 on combating terrorism;	<input type="checkbox"/>	<input type="checkbox"/>
(vi) child labour or other offences concerning trafficking in human beings as referred to in Article 2 of Directive 2011/36/EU of the European Parliament and of the Council;	<input type="checkbox"/>	<input type="checkbox"/>
(e) it has shown significant deficiencies in complying with the main obligations in the performance of a contract or an agreement financed by the Union's budget, which has led to its early termination or to the application of liquidated damages or other contractual penalties, or which has been discovered following checks, audits or investigations by a contracting authority, the European Anti-Fraud Office (OLAF) or the Court of Auditors;	<input type="checkbox"/>	<input type="checkbox"/>
(f) it has been established by a final judgment or final administrative decision that the person has committed an irregularity within the meaning of Article 1(2) of Council Regulation (EC, Euratom) No 2988/95;	<input type="checkbox"/>	<input type="checkbox"/>
(g) it has been established by a final judgment or final administrative decision that the person has created an entity under a different jurisdiction with the intent to circumvent fiscal, social or any other legal obligations in the jurisdiction of its registered office, central administration or principal place of business.	<input type="checkbox"/>	<input type="checkbox"/>
(h) <i>(only for legal persons)</i> it has been established by a final judgment or final administrative decision that the person has been created with the intent provided for in point (g).	<input type="checkbox"/>	<input type="checkbox"/>
(2) declares that, for the situations referred to in points (l) (c) to (l) (h) above, in the absence of a final judgment or a final administrative decision, the person is <sup>3</sup> :	YES	NO
i. subject to facts established in the context of audits or investigations carried out by the European Public Prosecutor's Office, the Court of Auditors, or the internal auditor, or any other check, audit or control performed under the responsibility of an authorizing officer of an EU institution, of a European office or of an EU agency or body;	<input type="checkbox"/>	<input type="checkbox"/>
ii. subject to non-final judgments or non-final administrative decisions which may include disciplinary measures taken by the competent supervisory body responsible for the verification of the application of standards of professional ethics;	<input type="checkbox"/>	<input type="checkbox"/>
iii. subject to facts referred to in decisions of entities or persons being entrusted with EU budget implementation tasks;	<input type="checkbox"/>	<input type="checkbox"/>
iv. subject to information transmitted by Member States implementing Union funds;	<input type="checkbox"/>	<input type="checkbox"/>

<sup>3</sup> The declaration under this point (2) is voluntary and it cannot have adverse legal effect on the economic operator until the conditions of Article 141(1) (a) FR are met.

v. subject to decisions of the Commission relating to the infringement of Union competition law or of a national competent authority relating to the infringement of Union or national competition law;	<input type="checkbox"/>	<input type="checkbox"/>
vi. informed, by any means, that it is subject to an investigation by the European Anti-Fraud office (OLAF): either because it has been given the opportunity to comment on facts concerning it by OLAF, or it has been subject to on-the-spot checks by OLAF in the course of an investigation, or it has been notified of the opening, the closure or of any circumstance related to an investigation of the OLAF concerning it.	<input type="checkbox"/>	<input type="checkbox"/>

**II – Situations of exclusion concerning **natural or legal persons** with power of representation, decision-making or control over the legal person and beneficial owners**

***Not applicable to **natural persons, Member States and local authorities** (if you are one of this you must choose **N/A**)***

**(if the person is in one of this **EXCLUSION** situation, the person has to tick **YES**. If not, tick **NO**.)**

(3) declares that a natural or legal person who is a member of the administrative, management or supervisory body of the above-mentioned legal person, or who has powers of representation, decision or control with regard to the above-mentioned legal person (this covers e.g. company directors, members of management or supervisory bodies, and cases where one natural or legal person holds a majority of shares), or a beneficial owner of the person (as referred to in point 6 of article 3 of Directive (EU) No 2015/849) is in one of the following situations:	YES	NO	N/A
Situation (1)(c) above (grave professional misconduct)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Situation (1)(d) above (fraud, corruption or other criminal offense)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Situation (1)(e) above (significant deficiencies in performance of a contract)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Situation (1)(f) above (irregularity)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Situation (1)(g) above (creation of an entity with the intent to circumvent legal obligations)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Situation (1)(h) above (person created with the intent to circumvent legal obligations)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**III – Situations of exclusion concerning natural or legal persons assuming unlimited liability for the debts of the legal person**

**(if the person is in one of this **EXCLUSION** situation, the person has to tick **YES**. If not, tick **NO**.)**

(4) declares that a natural or legal person that assumes unlimited liability for the debts of the above-mentioned legal person is in one of the following situations <b><i>[If yes, please indicate in annex to this declaration which situation and the name(s) of the concerned person(s) with a brief explanation]</i></b> :	YES	NO	N/A
Situation (a) above (bankruptcy)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Situation (b) above (breach in payment of taxes or social security contributions)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**IV – Other Grounds for rejection from this procedure**

**(if the person is in one of this **EXCLUSION** situation, the person has to tick **YES**. If not, tick **NO**.)**

(5) declares that the above-mentioned person:	YES	NO
Was previously involved in the preparation of the procurement documents used in this award procedure, where this entailed a breach of the principle of equality of treatment including distortion of competition that cannot be remedied otherwise.	<input type="checkbox"/>	<input type="checkbox"/>

**V – Remedial measures**

If the person declares one of the situations of exclusion listed above, it may indicate remedial measures it has taken to remedy the exclusion situation, in order to allow the authorizing officer to determine whether such measures are sufficient to demonstrate its reliability. This may include e.g. technical, organizational and personnel measures to prevent further occurrence, compensation of damage or payment of fines or of any taxes or social security contributions. The relevant documentary evidence which illustrates the remedial measures taken must be provided in annex to this declaration. This does not apply for situations referred in point (1)(d) of this declaration.

### VI – Evidence upon request

**Upon request and within the time limit set by the contracting authority the person must provide information on natural or legal persons** that are members of the administrative, management or supervisory body or that have powers of representation, decision or control, including legal and natural persons within the ownership and control structure and beneficial owners and appropriate evidence that none of those persons are in one of the exclusion situations referred to in (1) (c) to (f).

It must also provide the following evidence concerning the person itself and the natural or legal persons on whose capacity the person intends to rely, or a subcontractor and concerning the natural or legal persons which assume unlimited liability for the debts of the person:

For situations described in (1): (a), (c), (d), (f), (g) and (h) above, production of a recent extract from the judicial record is required or, failing that, an equivalent document recently issued by a judicial or administrative authority in the country of establishment of the person showing that those requirements are satisfied.

For the situation described in point (1) (a), (b), production of recent certificates issued by the competent authorities of the country of establishment. These documents must provide evidence covering all taxes and social security contributions for which the person is liable, including for example, VAT, income tax (natural persons only), company tax (legal persons only) and social security contributions. Where any document described above is not issued in the country concerned, it may be replaced by a sworn statement made before a judicial authority or notary or, failing that, a solemn statement made before an administrative authority or a qualified professional body in its country of establishment.

The person is not required to submit the evidence if it has already been submitted for another award procedure of the same contracting authority. The documents must have been issued no more than one year before the date of their request by the contracting authority and must still be valid at that date.

The signatory declares that the person has already provided the documentary evidence for a previous procedure and confirms that there has been no change in its situation:

Document	Full reference to previous procedure
<i>Insert as many lines as necessary.</i>	

The person is not required to submit the evidence if it can be accessed on a national database free of charge.

The signatory declares that the following internet address of the database/identification data provide access to the evidence required.

Internet address of the database	Identification data of the document
<i>Insert as many lines as necessary.</i>	

### VII – Selection criteria

**Selection criteria applicable to all consortium members/subcontractors/capacity providing entities**

**(if the person has this SELECTION criteria, the person has to tick YES. If not NO, so you are EXCLUDED)**

(1) declares that the above-mentioned person complies with the selection criteria applicable to it individually as provided in the tender documents:	YES	NO	N/A
(a) It has the legal and regulatory capacity to pursue the professional activity needed for performing the contract as required in the contract notice/Instructions to tenderers;	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(b) It fulfils the applicable economic and financial criteria indicated in the dedicated section of the contract notice/additional information about the contract notice/Instructions to tenderers;	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(c) It fulfils the applicable technical criteria indicated in in the dedicated section of the contract notice/additional information about the contract notice /Instructions to tenderers.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(d) It fulfils the applicable professional criteria indicated in the dedicated section of the contract notice/additional information about the contract notice/Instructions to tenderers.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(e) is not subject to conflicting interests which may negatively affect the contract performance.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### VIII – Evidence for selection

The signatory declares that the above-mentioned person is able to provide the necessary supporting documents listed in the relevant sections of the tender documents and which are not available electronically upon request and without delay.

Where the evidence is not required to be provided with the request to participate/tender, the person is invited to prepare in advance the documents related to the evidence, since the contractor may request to provide these in a short deadline.

The person is not required to submit the evidence if it has already been submitted for another procurement procedure of the same contractor. The documents must have been issued no more than one year before the date of their request by the contractor and must still be valid at that date.

The signatory declares that the person has already provided the documentary evidence for a previous procedure and confirms that there has been no change in its situation:

Document	Full reference to previous procedure
<i>Insert as many lines as necessary.</i>	

The person is not required to submit the evidence if it can be accessed on a national database free of charge.

The signatory declares that the following internet address of the database/identification data provide access to the evidence required.

Internet address of the database	Identification data of the document
<i>Insert as many lines as necessary.</i>	

**The above-mentioned person must immediately inform the contractor of any changes in the situations as declared.**

**The above-mentioned person may be subject to rejection from this procedure and to administrative sanctions (exclusion or financial penalty) if any of the declarations or information provided as a condition for participating in this procedure prove to be false.**

**The Supplier and its staff agree to comply with CUAMM policies throughout this tender process and during the term of any contract awarded.**

The CUAMM policies are:

- 1) Child Safeguarding Policy
- 2) Anti-Fraud, Bribery & Corruption Policy
- 3) PSEA

**The documents are available here:**

<https://doctorswithafrica.org/en/who-we-are/organization/organization/>.

Documents copies available in attachment:

- **Copy of Chamber of Commerce registration,**
- **Copy Tax Identification Certificate - valid tax registration**
- **Copy of Certificate of Operation,**
- **Valid Operations License**

**The undersigned declare to abide to the above-mentioned polices.**

Full name \_\_\_\_\_

Date \_\_\_\_\_

Signature \_\_\_\_\_