

**MANDATORY STATEMENTS and INFORMATION TO BE  
 SUBMITTED WITH THE BID**

*[Verpflichtende Bestätigungen und beizuschließende  
 Informationen/Dokumente]*

**Please note that these Statements of Confirmation for the technical and  
 the commercial part (pages 1-3)  
 MUST BE DULY FILLED AND COUNTERSIGNED  
 by the Bidder's authorized official**

**TECHNICAL PART**

**The undersigned represents to UNIDO the following statements of confirmation:**

No.	MANDATORY STATEMENTS/CONFIRMATIONS	Please confirm by checking the box as appropriate:	Remarks, if any:
1	Company/organization's ability and readiness to execute an eventual contract in accordance with the Invitation to Bid (ITB) and its Annexes/Appendices. <i>Any deviation from the Specifications of Work and Supply (Appendix 1) or other documents contained in this ITB shall be clearly expressed.</i>	<input type="checkbox"/>	
2	Bidder guarantees a response time of maximum 72 hours for being available on site in order to deal with any shortcomings during warranty period.	<input type="checkbox"/>	
3	Adequacy of proposed guarantee in comparison with those defined in the Specifications of Work and Supply and BMS General Conditions. <i>(5-jährige Gewährleistung)</i>	<input type="checkbox"/>	
4	Bidder has at least <b>5 years of experience</b> in the field of works/services specified in the Specifications of Work and Supply (Appendix 1)	<input type="checkbox"/>	
5	Staff qualifications: Responsible site manager is able to communicate in German and/or English.	<input type="checkbox"/>	

Your offer **MUST** include:

No.	<b>MANDATORY INFORMATION/DOCUMENTATION:</b>	Please confirm that information is provided in the bid:	Remarks, if any:
1	<b>Company description, structure and number of employees</b>	<input type="checkbox"/>	
2	A copy of the <b>company's registration/incorporation</b> documents [ <i>Handelsregistereintragung, Konzession etc.</i> ]	<input type="checkbox"/>	
3	<b>Licences/Authorization</b> [ <i>Gewerbeschein, Konzession</i> ]	<input type="checkbox"/>	
4	Company/organization's <b>operating standards and control systems (ISO)</b> , if any	<input type="checkbox"/>	
5	At least <b>3 reference projects</b> for the <b>last 5 years</b> .	<input type="checkbox"/>	
6	Organizational chart showing staff foreseen for this project and its qualification	<input type="checkbox"/>	
7	SUB-CONTRACTORS (if any): Name(s) of the proposed <b>sub-contractor(s)</b> and/or equipment manufacturers, and the extent and nature of such sub-contracting and/or equipment supply.	<input type="checkbox"/>	
8	<b>A completed certified Supplier's Financial Statement</b> (Appendix 4). Certification shall be normally provided by your bank, insurance company or any other authority customarily providing such certification according to the laws of your country. <i>Note: The Bid submitted without certified Financial Statement runs the risk of being rejected.</i>	<input type="checkbox"/>	
9	<b>A certified copy of the Financial Statements</b> [ <i>Bilanzen + G&amp;V</i> ] for the last 2-3 years of business and information regarding all claims, arbitration and other pending legal action concerning your company/organization, including the amounts of any pending claims, arbitration and other pending legal action of claims. <i>Companies/organizations from Austria may attach the KSV 1870 'Unternehmensprofil Standard' which includes the above requested information (Bilanzdaten as well as G+V figures (if applicable)).</i>	<input type="checkbox"/>	
10	Signed page 20 of BMS General Conditions / <i>Allgemeine Vorbemerkungen BMS</i>	<input type="checkbox"/>	
11	Completed and signed pages 10 and 11 of the Invitation to Bid - "Statement of Confirmation"	<input type="checkbox"/>	
12	Completed and signed Confirmation of Site Visit form (Appendix 7)	<input type="checkbox"/>	
13	Completed and signed Bank Information Form (Appendix 8)	<input type="checkbox"/>	

**COMMERCIAL PART**

The undersigned represents to UNIDO the following statements of confirmation:

No.	MANDATORY STATEMENTS:	Please check as appropriate:	Remarks, if any:
1	Bidder has carefully reviewed the Model Contract and Annexes to it (Appendix 3) and is in agreement with its terms and conditions.	<input type="checkbox"/>	
2	Bidder will provide all necessary insurances and performance guarantee as per the Model Contract, Appendix 3 ( <i>Bankgarantie und Firmenhaftpflichtversicherung</i> )	<input type="checkbox"/>	
3	Bidder's <b>offer is valid</b> for a minimum period of <b>six (6) months</b> counting from the date of the bid. Once your bid is accepted during this period, the price quoted in your bid must remain unchanged for the entire period of the resulting contract unless otherwise specified in the ITB.	<input type="checkbox"/>	

**CONFIRMATION OF TECHNICAL AND COMMERCIAL PART**

Registered office or other Address of the Bidder:

Postal Address:

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Signature of authorized official of Bidder or person otherwise authorized to sign the proposal on behalf of the Bidder:

Name (print): \_\_\_\_\_

Signature: \_\_\_\_\_

Title/Position: \_\_\_\_\_

Place (City and Country): \_\_\_\_\_

Date: \_\_\_\_\_