

Appendix J

Tender checklist

A complete Tender is a Tender that answers all questions in both the main tender and appendices, and it is required in order to be considered for the award of the Engagement.

Below you find a table that summarizes all documents and work that needs to be submitted as part of your Tender;

Chapter	Document	At Registration	§
Grounds for Exclusion	ESPD	x	5.1
	Registration in the national professional/trade register	x	5.2
	Statement from the Tax Authorities	x	5.3
	Certificate Of Conduct For Procurement (COCFP)	x	5.4
Minimum Suitability Requirements	Recourse to financial capacity of Third Party/Parties	x	6.1
	Recourse to technical capability of Third Party/Parties	x	6.2
	Solvency	x	6.3
	Corporate and professional liability insurance	x	6.4
	Core Competences/References	x	6.5
	Requirements regarding the organisation	x	6.6
Tender	Tender Letter	x	4.1
	AC1 Pricing Sheet	x	7.2
	AC2 Business Requirements	x	7.3
	AC3 Questionnaire	x	7.3
	AC4 Demo / Presentation		7.4