



Call for Expressions of Interest
To Establish
A Pre-qualification list of Contractors
For
Shelter Rehabilitation Work

TENDER DOSSIER

Letter Of Invitation To Tender



Tender Reference:	<u>CWL/LEB/Prequalification/Shelter/001/2024/08</u>
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Beirut 6 September 2024

Tender Ref.: CWL/LEB/Prequalification/Shelter/001/2024/08

SUBJECT: Invitation Expression of Interest (EOI) for Pre-Qualified Contractors for Shelter Rehabilitation works in Lebanon.

Further to your enquiry regarding the publication of the above-mentioned Invitation to Expression of Interest, please find enclosed the following documents, which constitute the tender dossier:

1. **Expression of Interest Advert**
2. **Instructions to Bidders**
3. **Administrative Information sheet**
4. **Tenderers Relevant Experience**
5. **Tenderers Declaration**
6. **Master BOQ**
7. **Portfolio of the BOQ**
8. **Sample of Concern Works Contract Template**
9. **Concern Policies (Concern Programme Participant Protection Policy 2021, Child Safeguarding Policy 2021, Anti-Trafficking Policy 2021, Anti-Fraud 2020, Whistleblowing 2024, Modern Slavery Act Transparency Statement 2022)**
10. **Concern Standard Terms & Conditions**

All the documents of this Expression of Interest are to be considered one and indivisible. Participation to the tender will entail a full approval of all information, terms and conditions included in all the tender documents.

We look forward to receiving your bids on or before **23 Sep 2024 at 1500 Hrs** at the addresses or email specified in the Expression of Interest dossier.

Your bid must include the following documentation, so please use the list below as a 'Checklist' before submitting your tender to Concern.

No	Document	Essential/Desirable
1	Commercial Registration	Essential
2	Ministry of Finance Registration – Copy of the MOF Certificate	Essential
3	Tax Number – VAT Registration Certificate	Essential

4	Tax Compliance – Annual Declaration of Tax	Essential
5	Owners/GM ID	Essential
6	Tender Declaration – Signed, Stamped and Dated	Essential
7	Relevant Experience – Signed and Stamped / submit the previous /contracts and certificate of completion	Essential
8	Local Regulations with Ministries – Copy of the Chamber of Commerce Registration	Desirable
9	Audit statements for 2021 – 2022	Essential
10	Audit Statement for 2023	Desirable
11	Bank Details in the name of the company	Desirable
12	List of Work sites locations finalized in 2024	Essential
13	List & photos of Equipment used in construction work with copy of registration documents or copy of valid rental agreement	Essential
14	Organogram of the company with CV's of technical persons/Engineers	Essential
15	Construction Site Waste Management – Copy of certificate and/or Copy of SOP for waste management	Desirable
16	Certification and construction standards related to environment – Copy of ISO 9001, ISO 45001, ISO 14001 and/or any other awarded certificates to construction companies	Desirable

Bids can be submitted in two ways:

By hand: must be submitted in sealed envelopes, marked “not to be opened before 24th September 2024 at 0930 Hrs ” and should bear the tender reference specified above on the outside of the envelope for identification purposes.

By Email: must be submitted by email to lebanon.tenders@concern.net with the Reference Number in the Subject Line for identification purposes.

Yours sincerely,



Salman Zafar - Operations Director

Appendix 1 Instructions To Tenderer



Tender Reference:

CWL/LEB/Prequalification/Shelter/001/2024/08**Tender Ref: CWL/LEB/Prequalification/Shelter/001/2024/08****1. Works and services to be provided**

Concern Worldwide is currently implementing **Residential Rehabilitation works** in North Lebanon (Akkar and North Lebanon), with a view to implementing them in other areas of operation as the need arises potentially including Central Lebanon (Beirut & Mount Lebanon) and South Lebanon (Nabatiyeh and South Lebanon).

Therefore, Concern Worldwide is seeking contractors who have good rehabilitation/construction work experience and can implement rehabilitation works in Lebanon. There are 3 Lots and they are detailed in Paragraph 7 below.

The objective of this tender is to pre-qualify contractors, based on their technical capacity. The pre-qualified suppliers will then be solicited for rehabilitation contracts in a restricted tender process. The duration of the pre-qualification will be for 18 months.

2. Closing date and time for submitting documents

Tender Submissions must be submitted no later than **23rd September 2024 at 1500 Hrs.**

3. Submission of Bids

Bids may be submitted in either of the two ways:

1. Sealed Expression of Interest bids should be received at:
 - a. Concern office in **Concern Worldwide Beirut** – 3rd Floor, ZEN Tower, 98 Charles Malek Avenue, Ashrafieh, Beirut , or **Concern Tripoli Office:** Sana Building (Behind Chamber of Commerce), 3rd Floor East, Salim Talka Street , Dam w Fares, Tripoli between 9AM and 3 PM
 - b. The bid envelope must be registered in the office.
 - c. The envelope must be only marked with “**Not to be opened before 24 Sep 2024 at 0930 Hrs**” and the **Tender Reference Number CWL/LEB/Pre-Qualification/Shelter/001/2024/08 and the Lot Numbers applied for.**
 - d. **Any other marks found on the envelope identifying the company will disqualify the application.**
2. Sending the Documents by email on lebanon.tenders@concern.net
 - a. Email subject must have the Tender Reference **CWL/LEB/Pre-Qualification/Shelter/001/2024/08 and the Lot Numbers**
 - b. If sending multiple emails in your submission, each one should preferably be numbered (e.g., Email #2 of 4).

Closing date for submitting clarifications on this Invitation for Expressions of Interest is 13 September 2024 at 1600 Hrs. All queries should be sent before 13 September 2024, 1600 to email address lebanon.tenders@concern.net

4. Language of offers

All Expression of Interest documents should be received in English. Any document in another language will not be accepted unless the document is officially translated into English. The exception to this is the official registration documents of applicants.

5. Period of validity of offers

It should be stated that there is no price offers at this stage but that pre-qualified suppliers lists will be valid for a period of 18 months from date of approval of Final Evaluation Report.

6. Currency

At this stage, there will not be financial offer. However, all subsequent contracts with Concern will be made in United States Dollars (USD).

7. Lots

Contractors are invited to submit their interest for one or all of the following Lots

Lot No	Area	
1	North	Akkar and North Lebanon,
2	Central	Beirut and Mount Lebanon
3	South	Nabatiyeh and South Lebanon

8. Type of Contract

For any future rehabilitation works the Concern Standard Works contract will be used. A Sample of this contract is found as Doc 9 of the tender pack. Please ensure that you go through this contract and agree to adhere to the Terms and Conditions in this contract format.

9. Content of tenders

All the parts/documents of this EoI are to be considered one and indivisible.

Every EoI bid must include the following documentation listed below. The list below can be used as a 'Checklist' before submitting the offer to Concern. Not submitting at minimum all required documents listed hereunder will be grounds for disqualification of the offer.

No	Document	Essential/Desirable
1	Commercial Registration	Essential
2	Ministry of Finance Registration – Copy of the MOF Certificate	Essential
3	Tax Number – VAT Registration Certificate	Essential
4	Tax Compliance – Annual Declaration of Tax	Essential

5	Owners/GM ID	Essential
6	Tender Declaration – Signed, Stamped and Dated	Essential
7	Relevant Experience – Signed and Stamped / submit the previous /contracts and certificate of completion	Essential
8	Local Regulations with Ministries – Copy of the Chamber of Commerce Registration	Desirable
9	Audit statements for 2021 – 2022	Essential
10	Audit Statement for 2023	Desirable
11	Bank Details in the name of the company	Desirable
12	List of Work sites locations finalized in 2024	Essential
13	List & photos of Equipment used in construction work with copy of registration documents or copy of valid rental agreement	Essential
14	Organogram of the company with CV's of technical persons/Engineers	Essential
15	Construction Site Waste Management – Copy of certificate and/or Copy of SOP for waste management	Desirable
16	Certification and construction standards related to environment – Copy of ISO 9001, ISO 45001, ISO 14001 and/or any other awarded certificates to construction companies	Desirable

10. Opening of tenders

The opening of the submitted bids will take place on **24 Sep 2024 at 9:30 Hrs.**

An online opening session will be available on MS Teams. Bidders who are interested in attending the opening session should register their interest by email to lebanon.tenders@concern.net 48 Hrs in advance. The email Subject should include the following:

Registration Request for Opening Session for CWL/LEB/Pre-Qualification/Shelter/001/2024/08

Concern Worldwide will not take any responsibility for any connectivity issues and the opening session will continue as planned with or without internet connection. Any costs related to attending the meeting will be the responsibility of the attendee and not Concern.

Please note that as there is no financial offers being considered for this process the only information shared during the Opening Session will be the name of the Bidder and the Lots they have submitted for

11. Evaluation of tenders

The evaluation of tenders will be organized by Concern Worldwide Tender Committee.

The evaluation process will consist of two main stages:

First stage: Administrative Evaluation

Second Stage: Technical Evaluation

Concern will select a list of pre-qualified contractors based on the admin compliance and technical capacity based on the submitted documents.

Only bidders satisfying each stage's criteria will be considered in the next stage of the evaluation process.

The Administrative Evaluation will consist of checking the various documents mentioned above in section 7 have been submitted. The documents will be checked for validity and authenticity. Only pass/fail evaluation is done at this stage, noting:

Failure to submit ALL ESSENTIAL documents in Section 9 will disqualify a tender submission.

The Technical Evaluation will be based on the below:

- A. Carry out Reference Check on Tenderers
- B. Site Visit to Work Sites locations finalized in 2024
 - a. Check Quality of the work
 - b. Check the construction site waste management practices
- C. Site Visit to Offices and Warehouse
 - a. Check Composition of the team/civil engineers (Company organogram and Engineers and technical staff CV)
 - b. Check the equipment & Machinery, stocks available with the company.
- D. Bidders Relevant Experience (in Shelter rehabilitation) with proof of experience preferable with NGOs.
 - a. Proof of contracts exceeding or equal to 20,000 USD.

The technical evaluation will be based on pass or fail basis.

The bids passing both the admin and the technical evaluations will be selected as pre-qualified contractors to work with Concern, subject to donor funding and requirements.

More than one supplier/contractor will be selected in the prequalification list of suppliers. Pre-qualification does not guarantee contracts with Concern but guarantees access to the restricted tenders/ Formal RFQ processes Concern will launch each time there is the need for rehabilitation works. This list will remain valid for a period of 18 months from the date of the Approval of Final Evaluation Report.

11. Cancellation of the tender procedure

The call for Expression of Interest procedure could be cancelled at any time upon sole discretion of the Tender Committee/Concern/Concern's Donor(s). Reasons for a cancellation could be but not limited to non-receipt of a minimum number of bids, a significant change in specification of the works, the costs exceeding budgetary limits, the project being cancelled or put on hold, or any other reason that would justify such a decision.

12. Appeals Process

If a candidate or potential candidate for the tender has any issue which they feel requires appealing, a query can be sent to Concern Worldwide Country Director via email: Sherzada.khan@concern.net

13. Data protection

Concern guarantees that all procurement activities are fully and transparently documented for internal or donor audit purposes. Concern guarantees confidentiality of the procurement process.

14. Donors

The donors for the works included in this tender are primarily **UNHCR and potentially other Concern donors.**

Appendix 2 Concerns Terms and Conditions



Terms and Conditions

Unless the context indicates otherwise, the term “Buyer” refers to Concern Worldwide. The term “Supplier” refers to the entity named on the order and contracting with the Buyer. The term “Contract” can be taken to mean either (a) the purchase order or (b) the supply/service agreement, whichever is in place.

GENERAL TERMS AND CONDITIONS

1) Price: The prices stated on the order shall be held firm for the period and / or quantity unless specifically stated otherwise

2) Source of Instructions: The Supplier shall not seek nor accept instructions from any source external to Concern Worldwide in relation to the performance of the contract.

3) Assignment: The Supplier shall not assign, transfer, sublet or subcontract the contract or any part thereof without the prior written consent of the Buyer.

4) Corruption: The Supplier shall not give, nor offer to give, anyone employed by the Buyer an inducement or gift that could be perceived by others to be a bribe. The Supplier agrees that a breach of this provision may lead to an immediate end to business relationships and termination of existing contracts.

5) Confidentiality: All data, including but not limited to, maps, drawings, photographs, estimates, plans, reports and budgets that has been compiled by or received by the Supplier under the contract shall be the property of Concern Worldwide and shall be treated as confidential. All such data should be delivered to the authorized officials representing the Buyer upon request.

5.1) The Supplier may not communicate at any time to any other person, government or authority external to Concern Worldwide, any information that has been compiled through association with Concern Worldwide which has not been made public except with written authorisation from the Buyer. These obligations do not lapse upon termination of the contract.

6) Use of Emblem or Name: Unless otherwise agreed in writing; the Supplier shall not advertise nor make public the fact that it is supplying goods or services to the Buyer, nor shall the Supplier in any way whatsoever use the name or emblem of Concern Worldwide in connection with its business or otherwise.

7) Observance of Law: The Supplier shall comply with all laws, ordinances, rules and regulations bearing upon the performance of its obligations under the terms of the contract.

8) Force Majeure: The meaning of the term can be taken to mean acts of God, war (declared or not), invasion, revolution, insurrection or acts similar in nature or force.

8.1) In the event of and as soon as possible after the occurrence of any cause deemed *force majeure*, the Supplier must inform the Buyer of the full particulars in writing. If the supplier is rendered unable either in part or in whole to perform its obligations then the Buyer shall take such action as it considers, in its sole discretion, to be appropriate or necessary in the circumstances.

8.2) If the Supplier is permanently rendered incapable in whole or part by reason of *force majeure* to complete its obligations and responsibilities under the contract then the Buyer will have the right to suspend or terminate the contract on the same terms and conditions laid out in section 9, Cancellation.

9) Cancellation: The Buyer reserves the right to cancel the contract should it suspend its activities or through changes to its mandate by virtue of the Executive Council of Concern Worldwide and/or lack of funding. In such a case the Supplier shall be reimbursed by Concern Worldwide for all reasonable costs incurred by the Supplier, including all materials satisfactory delivered and conforming to specification and terms of contract, prior to receipt of the termination notice.

9.1) Should the supplier encounter solvency problems including, but not limited to, bankruptcy, liquidation, receivership and similar, the buyer reserves the right to terminate the contract immediately without prejudice to any other right or remedy it may have under the terms of these conditions.

10) Warranty: The Supplier shall provide the Buyer with all manufacturers' warranties. The supplier warrants that all goods supplied in relation to the contract meets specification, is defect free and is fit for the purpose of the intended use. If, during the warranty period, the goods are found to be defective or non-conforming to specification, the Supplier shall promptly rectify the defect. If the defect is permanent then at the choice of the Buyer the Supplier will either replace the item at their cost or reimburse the Buyer.

11) Inspection and Test: The Supplier must inspect the goods prior to dispatch to ensure conformance to specification and/or any other provisions of the contract. The Buyer reserves the right to inspect the goods for compliance with specifications and provisions of the contract. If, in the Buyers' opinion, the goods and/or services do not comply with the specification, the Buyer will inform the Supplier in writing. In such a case the Supplier shall take the necessary action to ensure compliance, liability for any additional cost incurred for rectifying compliance will rest with the Supplier.

12) Changes: The Buyer reserves the right to make reasonable changes at any time to the specification, drawings, plans, quantity, packing instructions, destination, or delivery instruction. If any such change affects the price of goods or performance of service the Supplier and Buyer may negotiate an equitable adjustment to the contract, provided that the Supplier claims for adjustments in writing to the Buyer within 30 days from being notified of any change.

13) Export Licence: If an export licence or licences are required for the goods, the Supplier has the responsibility to obtain that licence or licences.

14) Payment Terms: Unless otherwise agreed, payment terms will be net 30 days from receipt of a correctly prepared invoice.

15) Ethics: The Code of Conduct to which Concern expects all of its suppliers to respect is as follows;

- Suppliers must adhere to International Labour Organisation (ILO) labour conventions, particularly international labour standards, social protection and work opportunities for all.
- Employment is freely chosen.
- The rights of staff to freedom of association and to collective bargaining are respected.
- Working conditions are safe and hygienic.
- No exploitation of children is tolerated.
- Wages paid are adequate to cover the cost of a reasonable living.
- Working hours are not excessive.
- No discrimination is practiced.
- Regular employment is provided.
- No harsh or inhumane treatment of staff is tolerated.
- Local labour laws are complied with.
- Social rights are respected

Additionally, by acceptance by a supplier, service provider or contractor of a Concern supply, service or works contract, they understand and agree to abide by the terms of the Concern safeguarding policies (Programme Participant Protection Policy, Child Safeguarding Policy and Anti-Trafficking in Persons Policy).

15.1) Environmental Standards - Suppliers should as a minimum, comply with all statutory and other legal requirements relating to environmental impacts of their business. Areas which should be considered are:

- Waste Management.
- Packaging and Paper
- Conservation
- Energy Use
- Sustainability

16) Rights of Concern Worldwide: Should the supplier fail to perform under the terms and conditions of the contract, including but not limited to failing to obtain export licenses or to make delivery of all or part of the goods by the agreed delivery date(s), the buyer may, after giving reasonable notice to the Supplier, exercise one or more of the following rights:

- Procure all or part of the goods from an alternate source, in which event the Buyer may hold the Supplier liable for additional costs incurred.
- Refuse to accept all or part of the goods.
- Terminate the contract.

16.1) The contract will be terminated in the event of corrupt, fraudulent, collusive and/or coercive practices and the European Community will be informed where such practices may affect their financial interests.

17) Rights of access for test purposes: Concern Worldwide is contractually obliged to facilitate certain donor's direct access to suppliers for test purposes. This obligation is extended to all Concern suppliers. (ECHO Ref: FPA, Annex IV article 2.10)

18) No Agency: This order does not create a partnership between the Buyer and Supplier or make one party the agent for the other for any purpose.

19) ECHO Compliance: All Concern Suppliers must be compliant with supply, works and service contracts awarded within the framework of humanitarian actions financed by the European Union. (Ref: ECHO FPA, Annex III)

Appendix 4 Tenderer’s Declaration



Tender Reference: CWL/LEB/Prequalification/Shelter/001/2024/08

Tenders Declaration

In response to your letter of invitation to tender for the above contract, we, the undersigned, hereby declare that:

1 We have examined and accept in full the content of the dossier for invitation to tender (Including Concern’s Terms & Conditions, Programme Participant Protection Policy, Child Safeguarding Policy, Anti Trafficking Policy, Whistleblowing Policy and Anti-Fraud Policy) No. **CWL/LEB/Tender2024/4527/002 –II** of 12 July 2024. We hereby accept its provisions in their entirety, without reservation or restriction.

2 We offer to deliver, in accordance with the terms of the tender dossier and the conditions and time limits laid down, without reserve or restriction:

Car rental and provision of driver's services

3 The price of our tender excluding spare parts and consumables etc, **if applicable is:**

.....

4 We will grant a discount of [.....%], or [.....] [in the event of our being awarded

5 This tender is valid for a period of 30 days from the final date for submission of tenders.

6 If our tender is accepted, we undertake to provide a performance guarantee as required by the instructions to tenderers. (If required)

8 We will inform Concern 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 and other contracts of the contracting authority.

9 We note that Concern is not bound to proceed with this invitation to tender and that it reserves the right to award only part of the contract.

10 We agree to adhere to all of the terms and conditions of the contracting authority as provided in the tender dossier.

11 We confirm that we are not engaged in any corrupt, fraudulent, collusive or coercive practices and acknowledge that if evidence contrary to this exists, Concern reserves the right to terminate the contract with immediate effect.

12 We are not bankrupt or being wound up, are having our affairs administered by the courts, have not entered an arrangement with creditors, have not suspended business activities, are not 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

13 We have not been convicted of an offence concerning professional conduct by a judgment which has the force of res judicata

14 We have not been guilty of grave professional misconduct proven by any means which the contracting authority can justify

15 We have fulfilled obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which we are established or with those of the country of the contracting authority or those of the country where the contract is to be performed

16 We have not been the subject of a judgment which has the force of res judicata for fraud, corruption, involvement in a criminal organization or any other illegal activity detrimental to the European Communities financial interests

17 We are not currently subject to an administrative penalty referred to in Article 96(1) of the European Commission Financial Regulation

18 We are not subject to a conflict of interest in accordance with Article 94(a) of the European Commission Financial Regulation

19 We confirm that we have read and understand the Concern Code of Conduct and associated policies (Program Participant Protection Policy, Child Safeguarding Policy and Anti-Trafficking in Persons Policy) and agree to abide by the terms of these policies in all our activities under any Concern supply, service or works contract.

Additionally, we commit to abide by the points listed below;

- Employment is freely chosen.
- The rights of staff to freedom of association and to collective bargaining are respected.
- Working conditions are safe and hygienic.
- No exploitation of children is tolerated.
- Wages paid are adequate to cover the cost of a reasonable living.
- Working hours are not excessive.
- No discrimination is practiced.
- Regular employment is provided.
- No harsh or inhumane treatment of staff is tolerated.
- Local Labour laws are complied with.
- Social rights are respected

19a Environmental Standards

Suppliers should, as a minimum, comply with all statutory and other legal requirements relating to the environmental impacts of their business. Areas which should be considered are:

- Waste Management.
- Packaging and Paper

- Conservation
- Energy Use
- Sustainability

Name and function:

Date:

Signature:

Yours faithfully

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

Title: <.....>

Duly authorised to sign this tender on behalf of:

<.....>

Place and date: <.....>]

Stamp of the firm/company:

Appendix 6 - Administrative information sheet



Tender Reference: **CWL/LEB/Prequalification/Shelter/001/2024/08**

The purpose of this Administrative Information Sheet (AIS) is to obtain sufficient information to enable Concern to evaluate the suitability of your company to meet our current requirements. This AIS is being provided on the same basis to all potential suppliers/contractors. You are invited to complete the attached AIS and submit it, together with any relevant supporting documents and information, along with your bid. The completed document may be provided either in hard copy or electronic format. All requests for clarification or further information with respect to this AIS should be addressed directly to Lebanon.tenders@concern.net

SECTION 1 (GENERAL – COMPANY STRUCTURE)

1	Company Name	
2	Provide information on the Company Profile and current business activities. Include organizational chart	
3	Indicate your core activities, services and or product by reflecting the percentage of your business it represents. List all other products or services in the same manner: (use extra pages if required).	
4	Company Address, including city and country	
5	Contact Details : Phone / email	
6	Name of Managing Director	
7	Main Contact Person – Name and contact details	
8	Second Contact Person – Name and contact details	
9	Company Structure : Private/Public/Partnership/Subsidiary/ Sole Trader	
10	Company Registration Details : License Number / Expiry Date	
11	Are you a member of a group/ partnership/JV arrangement: Provide name and address of group head office	
12	How many years has your company been in business under its present name?	
13	Have you ever provided products, services or works to an international company/ organization before? If yes, please specify the commodities/services/works supplied and date delivered	

14	Please provide your company's website address: (if applicable)	
SECTION 2 (FINANCIAL)		
15	What were your company's total sales for the past three years?	2021 2022 2023
16	What was your average sale size for 2023? Specify currency	Average Minimum Maximum
17	Has your company (either under current or previous name) ever been affiliated with any type of bankruptcy? If yes, provide details	
SECTION 3: PRODUCTION & SUPPLY MANAGEMENT		
18	Average total number of employees	
19	What percentage of your work : is self-performed is subcontracted	
20	Name companies that you consider being your strong competitors (locally and/or globally)	
21	Submit 3 appropriate client references for contracts undertaken within the past 24 months which would be similar in nature to Concern requirements. Please obtain approval from the referees that they may be contacted	
SECTION 4: QUALITY MANAGEMENT, PRODUCT SUPPORT		
22	Total number of Q/A-Inspection Personnel	
23	Is there quality control for materials/services/works? Yes No	
24	Please explain these controls	
25	What facilities are used for inspection of Finished Goods/services/works	
26	Does your company hold an ISO certification or equivalent? Yes No	
27	If yes, please state date of certification	
28	What is the minimum warranty period for this	

	commodity/service/works?	
29	Has your company ever been asked to take part in a Supplier Performance Management program Yes No	
30	Define in outline your documented quality system. If no documented system exists, define how conformance to customer requirements is assured	
SECTION 5 : LITIGATION		
31	Have you ever had a contract terminated for default within the past five years? Yes No If Yes, when? If Yes, please provide reason	
32	Are there any judgments, claims, arbitration proceedings, or suits currently pending or outstanding against your company? Yes No	
33	If Yes, explain	
34	Has your company filed any lawsuits, submitted claims, or been involved in any litigation with regard to your activities within the past five years? Yes No If Yes, explain	
35	Please detail your Health and Safety code, training and precautions	
SECTION 6: INSURANCES		
36	Do you carry any insurances: Yes No. If YES, what type	
37	Up to what value	
38	Please provide insurance cover details: (use extra pages if necessary)	

Company Declaration

I, the undersigned, confirm that the information contained in this PQQ response is correct at the time of completion.

Any changes relevant to this requirement will be notified to the concerned without undue delay.

Signature: _____

Signed By: _____

Position: _____

Company Name: _____

Company Stamp: