

## Bid Document Checklist

**Announcement No:** TRADENET-CS/T/2024/002

**Bid Submission Date:** 27<sup>th</sup> February 2024

**Vendor/Supplier:**

*All bidders shall fill out and include this checklist in their bid submission to ensure that all mandatory documents are present in their bid document.*

#	Description	✓	Remarks
<b>Envelope 1</b>			
1	Bid Document Checklist		
2	Business Registration Certificate (For Businesses)		
3	Company Profile Information Sheet issued by Ministry of Economic Development & Trade		
4	Portfolio or profile showcasing previous works		
5	Copy of National Identification Card (For Sole Proprietors)		
6	GST Registration Certificates (For Businesses)		
7	Tax Clearance Report (Past 6 months from the date of Bid Submission)		
8	Declaration on Ethical Conduct and Fraud and Corruption		
9	License for fire safety system installation works provided by Ministry of Defense.		
<b>Envelope 2</b>			
10	Completed and Signed Copy of Bid Form		
11	Quotation/Financial Proposal		

**Signature:**

-----