

## Bid Document Checklist

**Announcement No:** TRADENET-CS/T/2024/005  
**Bid Submission Date:** 17<sup>th</sup> April 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	Company Profile		
3	Bidder's References		
4	Comments and suggestions on the scope of Work		
5	Description of the methodology for performing the assignment		
6	Team composition and Tasks assignment		
7	GST Registration Certificates (For Businesses if applicable)		
8	Tax Clearance Report (Past 6 months from the date of Bid Submission)		
9	Declaration on Ethical Conduct and Fraud and Corruption		
<b>Envelope 2</b>			
10	Completed and Signed Copy of Bid Form		
11	Quotation/Financial Proposal		

**Signature:**

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