



## Invitation for Tender

Date; October 26 2019

**Tender Ref # – DF-PAK1094-IFT-42**

### **Building Disaster Resilience in Pakistan (BDRP Programme)–Phase II**

#### **Construction of Medium to Large level DRR Infrastructure schemes Tehsil Alipur, District Muzaffargarh.**

Doaba Foundation is a humanitarian organization working in disaster prone areas with the vision “Disaster Prone Communities Becoming Self-Reliant in Pursuit of Their Common Interests”. Doaba Foundation ’s mission is to improve the quality of life among rural people and, it concentrates on communities prone to disaster. It believes in achieving the goal through optimal utilization of available resources i.e. physical-biological, moral and human. It seeks to build capacities of such communities incorporating even the relief activities into program of preparedness interventions, facilitating emergence of self-reliant communities”.

Deutsche Welthungerhilfe (DWHH) was established in 1962. It is today one of the largest private organizations working in the area of development cooperation and humanitarian aid in Germany. The organization is non-profit-seeking, non-partisan and non-denominational. Donations from the population at large fund our work in over 40 countries in Africa, Asia and Latin America. In addition, DWHH receives grants from the Federal German Government, the European Union, and the United Nations for International Development. DWHH is the execution agency of BDRP programme.

The Department for International Development (DFID) is a United Kingdom government department responsible for administering overseas aid. The goal of the department is "to promote sustainable development and eliminate world poverty". DFID's main programme areas of work are Education, Health, Social Services, Water Supply and Sanitation, Government and Civil Society, Economic Sector (including Infrastructure, Production Sectors and Developing Doaba Foundation), Environment Protection, Research, and Humanitarian Assistance. DFID is funding agency of BDRP programme.

In order to implement medium to large level DRR infrastructure schemes, Doaba Foundation invites reliable construction firm for Construction of Medium to large Infrastructure Schemes in Union council Langarwah and Muradpur Janoobi in Tehsil Alipur , District Muzaffargarh on work done basis.

#### **1. Instructions to tenderers**

By submitting a tender, tenderers fully and unreservedly accept the conditions of this call for tenders, which will constitute the governing the contract as the sole basis of this tendering procedure, whatever the tenderers own conditions of sale may be, which they hereby waive. Tenderers are expected to examine carefully and comply with all instructions, forms, contract provisions and specifications contained in this tender dossier. Failure to submit a tender containing all the required information and documentation within the deadline specified will lead to the rejection of the tender. No account can be taken of any remarks in the tender relating to the tender dossier; remarks may result in the immediate rejection of the tender without further evaluation.

To be eligible to take part in this tender procedure, tenderers must prove to the satisfaction of the Contracting Authority that they comply with the necessary legal, technical and financial requirements and have the means to carry out the contract effectively. Participation is open to neutral persons and legal persons [participating either individually or in a grouping (consortium) of tenderers

**The foreseeable timetable for this procedure is as follows:**

	DATE	TIME in PST
Deadline for requesting clarifications from the Contracting Authority	<b>October 30, 2019</b>	<b>5:00 PM</b>
Last date on which clarifications are issued by the Contracting Authority	<b>October 31, 2019</b>	<b>5:00 PM</b>
Deadline for submission of tenders	<b>November 01, 2019</b>	<b>5:00 PM</b>

2. Specifications / Quantities

**Lot 01:**

Construction of Evacuation Route (Brick Soling) and 08 BOX Culverts at UC Muradpur Janobi Tehsil Alipur District Muzaffargarh.

**A-Construction of Evacuation Route (Brick Soling)**

S.No	Description Of Item	Specifications	Quantity	Unit	Rate	Amount
1	Earth Work.	Earth filling lead excavation undressed lead upto a single throw of Kassi, Phaorah or shovel: Ordinary Soil including Transportation of earth all types when the total distance, including lead covered in the item of works is upto 2 kilo meter. Leveling and Compaction of earth work soft ordinary or hard soil, Ramming of earth work minimum 85% AASHTO. Subject to the approval of engineer.	106740	CFT		
2	Brick soling	Providing and laying dry brick pavement/soling in streets or roads, etc with A-class bricks. sand grouted, laid in proper camber, including preparation, watering, compaction of bed to proper camber and 3" sand cushion as per drawings. The nominal thickness of bricks ( 9" x 4-3/8"x 2-11/16") shall be taken for the purpose of measurement and payment.	33356	Cft		
3	Visibility Boards	MS SWG-18 -1.5" dia piped frame, 6ft Long with GI Sheet SWG-20, 4ft X 3ft (Framed with iron angle) fixed with pipe frame with 3-Iron pieces on all four sides, 8ft long column pipes with three welded angle irons at bottom on both sides for fixing in ground also includes painting, printing logos and writing with proper installation in village with PCC 1:2:4 at 1.0ft depth	04	No.		
<b>B-Construction of Culverts</b>						
S.No	Description of	Specifications	Quantity	Unit	Rate	Amount

	Item					
1	<b>Excavation</b>	Excavation in foundation of building, bridges and other structures, including dag belling, dressing, refilling around, structure with excavated earth, watering and ramming lead, upto one chain (30 m) and lift upto 5 ft. (1.5 m) in ordinary soil	<b>120</b>	Cft		
2	<b>Plain Cement Concrete</b>	Cement concrete plain including placing, compacting, finishing and curing, complete (including screening and washing of stone aggregate): <b>RATIO 1:4:8</b>	<b>40</b>	Cft		
3	<b>Plain Cement Concrete</b>	Cement concrete plain including placing, compacting, finishing and curing, complete (including screening and washing of stone aggregate): <b>RATIO 1:2:4</b>	<b>8</b>	Cft		
4	<b>Brick Work</b>	Pacca brick work in foundation and Plinth with cement sand mortar Ratio 1:4	<b>123</b>	Cft		
5	<b>Reinforcement Cement Concrete</b>	Providing and laying reinforced cement concrete (including Pre-stressed concrete), using coarse sand and screened, graded and washed aggregate, in required shape and design, including forms, moulds, shuttering, lifting, compacting, curing, rendering and finishing exposed surface, complete, (but excluding the cost of steel reinforcement, its fabrication, and placing in position, etc.):- Reinforced cement concrete in roof slab, beams, columns lintels, girders and other structural members laid in situ or precast laid in position, or pre stressed members cast in situ, complete in all respects:- <b>Type C (nominal mix 1: 2: 4)</b>	<b>49</b>	Cft		
6	<b>Plaster Work</b>	½" thick cement Plaster up to 20' height of cement sand (Ratio 1:4)	<b>128</b>	Sft		
7	<b>Steel Work</b>	Fabrication of mild steel reinforcement for cement concrete, including cutting, bending, laying in position, making joints, and fastenings, including cost of binding wire and labour, charges for binding of steel reinforcement (also includes	<b>150</b>	Kg		

		removal of rust from bars): - The rate includes wastage, overlaps etc <b>Deformed bars (Grade-40) as per attached drawings.</b>				
8	<b>Visibility Plate</b>	Visibility marble plate 12"x9"x1/2" with four colours logos with lettering approved by engineer in charge complete in all respect.	8	NO. s		
<b>Total Amount PKRs</b>						
<b>Total 08 Culverts Rates</b>						

**Lot 02:**

Construction of Evacuation Route of earth work & Brick Soling with 08 Culverts at UC Langar Wah Tehsil Alipur District Muzaffargarh.

**A-Construction of Evacuation Route**

Sr.No	Description of Item	Specifications	Quantity	Unit	Rate	Amount
1 a)	Earth Work for Evacuation Route	Excavating, transportation, dressing and levelling Of earth all type when the total distance i/c the lead covered in the item of work is within 300 meters to the required designed sections. Subject to the approval of engineer. if the source of earth is provided by the local community/UCDMC	518000	CFT		
Sub Total 1 a)						
b)		Excavating, transportation, dressing and levelling Of earth all type when the total distance i/c the lead covered in the item of work is within 300 meters to the required designed sections. Subject to the approval of engineer. if the source of earth is the responsibility of the contractor	518000	CFT		
Sub Total 1 b)						
Note: Quote rates for both options, 1 a) and 1 b). Contracting Authority reserves the right to consider either one or both options. The relevant unit rate will be considered if both options are availed as per actual work.						
<b>B-Construction of Evacuation Route Brick Soling</b>						

1	Earth Work for Brick Soling	Earth filling lead excavation undressed lead upto a single throw of Kassi, Phaorah or shovel: Ordinary Soil including Transportation of earth all types when the total distance, including lead covered in the item of works is upto 2 kilo meter. Leveling and Compaction of earth work soft ordinary or hard soil, Ramming of earth work minimum 85% AASHTO. Subject to the approval of engineer.	114750	CFT		
2	Brick soling	Providing and laying dry brick pavement/soling in streets or roads, etc with A-class bricks. sand grouted, laid in proper camber, including preparation, watering, compaction of bed to proper camber and 3" sand cushion as per drawings. The nominal thickness of bricks ( 9" x 4-3/8"x 2-11/16") shall be taken for the purpose of measurement and payment.	15938	CFT		
3	Visibility Boards	MS SWG-18 -1.5" dia piped frame, 6ft Long with GI Sheet SWG-20, 4ft X 3ft (Framed with iron angle) fixed with pipe frame with 3-Iron pieces on all four sides, 8ft long column pipes with three welded angle irons at bottom on both sides for fixing in ground also includes painting, printing logos and writing with proper installation in village with PCC 1:2:4 at 1.0ft depth	4	No.		

**C-Construction of Culverts**

S.No	Description of Item	Specifications	Quantity	Unit	Rate	Amount
1	<b>Excavation</b>	Excavation in foundation of building, bridges and other structures, including dig belling, dressing, refilling around, structure with excavated earth, watering and ramming lead, up to one chain (30 m) and lift up to 5 ft. (1.5 m) in ordinary soil	<b>120</b>	Cft		
2	<b>Plain Cement Concrete</b>	Cement concrete plain including placing, compacting, finishing and curing, complete (including screening and washing of stone aggregate): <b>RATIO 1:4:8</b>	<b>40</b>	Cft		
3	<b>Plain Cement Concrete</b>	Cement concrete plain including placing, compacting, finishing and curing,	<b>8</b>	Cft		

		complete (including screening and washing of stone aggregate): <b>RATIO 1:2:4</b>				
4	<b>Brick Work</b>	Pacca brick work in foundation and Plinth with cement sand mortar Ratio 1:4	<b>123</b>	Cft		
5	<b>Reinforcement Cement Concrete</b>	Providing and laying reinforced cement concrete (including Pre-stressed concrete), using coarse sand and screened, graded and washed aggregate, in required shape and design, including forms, moulds, shuttering, lifting, compacting, curing, rendering and finishing exposed surface, complete, (but excluding the cost of steel reinforcement, its fabrication, and placing in position, etc.):- Reinforced cement concrete in roof slab, beams, columns lintels, girders and other structural members laid in situ or precast laid in position, or pre stressed members cast in situ, complete in all respects:- <b>Type C (nominal mix 1: 2: 4)</b>	<b>49</b>	Cft		
6	<b>Plaster Work</b>	½" thick cement Plaster upto 20' height of cement sand (Ratio 1:4)	<b>128</b>	Sft		
7	<b>Steel Work</b>	Fabrication of mild steel reinforcement for cement concrete, including cutting, bending, laying in position, making joints, and fastenings, including cost of binding wire and labour, charges for binding of steel reinforcement (also includes removal of rust from bars): - The rate includes wastage, overlaps etc <b>Deformed bars (Grade-40) as per attached drawings.</b>	<b>150</b>	Kg		
8	<b>Visibility Plate</b>	Visibility marble plate 12"x9"x1/2" with four colours logos with lettering approved by engineer in charge complete in all respect.	<b>8</b>	NO. s		
<b>Total Amount PKR(C)</b>						
<b>Total 08 Culverts Rates</b>						
<b>Total Amount (A+B+C)</b>						

3. **Scope: Doaba Foundation invites** tenders for the supplies/works described and summarized in accordance with procedures, conditions and contract terms, as prescribed in the tender documents. **Doaba Foundation reserves** the right to slightly vary the quantity of work/materials/supplies specified in the Tender Documents without any changes in unit price or other terms and conditions and to accept or reject any, all, or part of submitted offers.
4. **Language:** As determined by **Doaba Foundation** the working language of this tender is English. Other languages will not be accepted.
5. **Qualifying and Conditions:** The main criteria for admission to the tender are as follows:

- a) Certificate of Registration including GST certificate of incorporation/company registration under law of land where head office of country is located
- b) Company registered with Pakistan Engineering Council in at least C-5 category (mandatory)
- c) Company profile including status of firm (e.g. company out let, authorized dealer, whole seller, reseller etc)
- d) Good track-record and references from previous clients including documentary evidence in shape of agreements/ contract with other international/UN organizations for last two years for similar nature of work.
- e) Recognized bank account; **Doaba Foundation** will make all payments through cross cheque or through bank transfers in given bank account)
- f) 5% bid amount in shape of CDR/ Demand draft or Pay order should be submitted with bids. No other form of guarantee will be accepted.(mandatory)

Documentary proof of the above must be provided.

#### 6. Tender Basis:

- All Tender Documents must be completed in full, or the application will be disqualified.
  - All Applicants will receive identical documents: No applicant should add, omit, or change any item, term or condition in original papers.
  - If Applicants have any additional request and conditions, this shall be stipulated in a separate letter accompanying the bid.
  - Each applicant should take one bid only.
  - Bids shall be made in writing calculated in PKR only and clearly stated on the appropriate forms.
  - The price schedule must include all information requested, including origin of materials (if required).
  - The applicant shall oblige the attached timetable for carrying out the works and propose ways and means to realize the works as stated in the tender documents.
  - **Doaba Foundation** is not liable for any damage to the applicant person or property in the event that something should occur. **Doaba Foundation strongly** recommends that all applicants take extra precaution when visiting/delivering supplies to a project site.
7. **Scope of Works:** Construction of **Medium to large level DRR infrastructure schemes (BoQ and drawings can be obtained from Doaba Foundation office)**” at different locations of specified Union Councils of Tehsil Alipur District Muzaffargarh.
  8. **Payments:** Payment will be made upon satisfactory delivery and technical verification/test report of the supplies and completion of the services to the location mentioned in tender notice/Invitation of Tender.
  9. **Performance Standards:** The works/services must be undertaken in accordance with all relevant rules, regulations and statutes currently in force in Pakistan.
  10. **Tender Documents:** All Tender Documents included in this package are listed on the Tender Document Receipt Form, signed by each recipient.
  11. **Eligibility of Applicants:** Applicants cannot apply if they:
    - Are not registered companies.
    - Are bankrupt or in the process of going bankrupt.
    - Have been convicted for an offense concerning professional conduct.
    - Have been guilty of grave professional misconduct (proven by any means which the contracting authorities can justify).
    - Have not fulfilled obligations related to payment of taxes.
    - Are guilty of serious misinterpretation/misrepresentations of facts in supplying information.
    - Are in situations of conflict of interest (with prior relationship to project or family or business relationship to parties in **Doaba Foundation & Deutsche Welthungerhilfe**.
    - Were declared at serious fault of implementation owing to a breach of their contractual obligations
    - Are on any list of sanctioned parties issued by the Pakistan Government.
    - Have been reported for/under litigation for child abuse.
  12. **Bid Delivery:** All tenders will be delivered (through post/Courier/by hand) in standard format to **Doaba Foundation address** in a sealed envelope and by the date stated in Tender Documents. The envelope will be clearly marked with the precise reference of the invitation to which it is a response, the delivery address and the name of the applicant. Tenders delivered after the specified time will not be accepted.

**Bidders must obtain proof of submission of bids with date and time from Doaba Foundation.**

13. **Bid Opening:** The bids will be opened in the presence of the Tender Committee and Applicant’s Representative (who wish to witness), at the address and on the date specified in the Tender Documents. The applicant’s name, the bid prices, the total amount of the bid, any discounts and such other information that the **Doaba Foundation** may consider appropriate will be announced and registered in the minutes.
14. **Bid Evaluation:** The Tender Committee will check the tenders to ensure that they contain no amendment to the terms or any other (calculation) errors, in case there is any calculation mistake, unit price will be considered as base for the correction, to assist in the examination, evaluation and comparison of bids, the Tender Committee may, at its discretion, request clarification from the Doaba Foundation staff or consultant or Bidder.

- Price: 60%
- Profile: 15%
- Sample's Quality: 25%

**Bids evaluation:** With Prices and costs the Tender Committee may take into account other criteria, including, but not limited to record of past performance, integrity, community rapport etc, when assigning companies to the designated short list.

15. **Selection of Tender:** Selection of the successful applicant will be based on the ranking of companies according to financial and technical criteria, as well as any other criteria suggested by the Tender Committee. Based on this the Tender Committee will then make a recommendation.

16. **Acceptance of Successful Tender:** Taking into consideration the recommendation of the Tender Committee, **Doaba Foundation will** make the final choice of the awarded firm. **Doaba Foundation will** then send a letter of acceptance to the successful applicant. After submitted documentation from the selected firm has been verified, the firm will then be obliged to sign the contract for the stated amount. Any amendment to the awarded tender will be documented as an "Annex" to the contract and will be determined by **(Doaba Foundation)**

17. **Specific Terms & Conditions:**

Sealed quotations clearly marked "**quotations (medium to large level DRR infrastructure schemes)**" must reach **DOABA Foundation Office House No 1 Street No 2 Behind Toyota Showroom Shalimar Colony Bosan Road Multan, Pakistan.**

1. The rates quoted should be inclusive of all applicable Govt. taxes & costs for packing, visibility, transportation, assembling, installation Loading/Un-loading at sites & all other related costs etc.
  2. Doaba Foundation will verify/check/inspect all the items before and after the delivery (Pre and Post Shipment).
  3. The **completion of medium to large level DRR infrastructure** schemes will be the responsibility of vendor. Vendor will be responsible to complete all the activities at **Union Council Muradpur janobi & Langarwah Tehsil Alipur District Muzaffargarh.**
  4. Evidence in shape of purchase orders/contracts for supply of similar items for last two years **must be submitted with bids.**
  5. Services and Goods QUOTED other than Doaba Foundation 's approved Specifications, drawings and BOQs will not be accepted and quotation will be treated as cancelled.
  6. **Cost, profile status, quality & time factors will be given due consideration for selection of vendor.**
  7. Payment will be released within **25-30 days**, through cross cheque/ Demand draft in the name of business (after completion of work is per Satisfaction of Engineer in charge and submission of invoices, complete in all respect).
  8. Call deposit @ 5% of bid value in shape of DD/P. O (**cross cheques will not be acceptable**) in the name of **Doaba Foundation** to be attached with bids; otherwise bids will be treated as cancelled for further review. Call Deposit will be returned to unsuccessful bidder within 10 working days from the date of opening of tenders; call deposit below 5% of bid value will not be accepted.
  9. Call deposit of successful bidder will be released after job completion and as per Doaba Foundation satisfaction.
  10. **Penalty @.05% per calendar day of the total contractual amount will be imposed in case of delays after agreed due date of job completion.**
  11. Doaba Foundation reserves the right to hold the payment till the Required services/goods supplied meet the required specifications/satisfactions of Doaba Foundation.
- Bids will be opened **November 02, 2019 DOABA Foundation Office House No 1 Street No 2 Behind Toyota Showroom Shalimar Colony Bosan Road Multan, Pakistan.** in presence of bidder who may wish to witness the occasion.
12. Tender documents/quoted prices must be valid for minimum period of 90 calender days, from the date of opening of tenders.
  13. Lowest price will not be the sole criteria for selection; **quality, delivery time & past experience etc. will also be considered.**
  14. All construction/material/supplies must be completed on timeline given by Doaba Foundation.
  15. Doaba Foundation reserves the right to either accept/reject any quotation without assigning any reason, or **increase/decrease the quantities as given in tender documents.**
  16. Being transparent organization Doaba Foundation welcome suggestions/observations from the bidders. But any baseless/un-justified complaints will lead to disqualification of business with Doaba Foundation and Doaba Foundation 's decision in this regard will be final.
  17. The vendor will be neither engaged in nor promote child labour.
  18. The vendor should follow all the precautionary measures to protect physical, sexual, economical, psychological and emotional abuse of children.
  19. The decision of Doaba Foundation will be final and binding on all.

Following documents must be submitted before tender closing:

- Written/printed quotation on letterhead paper or on Tender document. The quotation has included: the pre-qualification documents (3 Pages) as in Annex 1 must be (signed and stamped)

- Company Profile (Must include Past experiences, last 3 years financial statement, GST/Sales Tax registrations/NTN, PEC Registration, CVs of key personals, list of tools and Plants)

**Non provision of samples, upon request, will lead to exclusion of the tenderer.**

#### 18. Tender Conditions

- The tenders, all correspondence and documents related to the tender exchanged by the tenderer and the Contracting Authority must be written in the language of the procedure, which is English.
- The offer has to have a validity of minimum 90 calendar days following the tender deadline.
- The Contracting Authority, in Pakistan, must receive the tenders before **November 01, 2019**.
- The tender must include all the documents as specified in the tender documents and be sent to the following address:

**DOABA Foundation Office House No 1 Street No 2 Behind Toyota Showroom Shalimar Colony Bosan Road Multan, Pakistan.**

- All tenders, including annexes and all supporting documents, must be submitted in a sealed envelope bearing only:
  - the above address;
  - the reference code of this tender procedure, (**DF-PAK1094-IFT-42**);
  - the words 'Not to be opened before the tender opening session
  - The name of the tenderer.
  - Quotations are to be provided per hard copy, in one copy only. Offers per e-mail or fax will not be accepted or considered.
  - Alteration or withdrawal of tenders

**Doaba Foundation Foundation.**

**In case of any questions contact**

**061-6212857**

**[doabafoundation.procurement@gmail.com](mailto:doabafoundation.procurement@gmail.com)**

**Annex 1****Supplier qualification**

Page 1/3

Company name	
Legal form	
Number of employees	
Nationality of company	
Postal address	
Visitors address	
Telephone number	
Email address	
Website	
Name of Managing Director	
Sales & marketing contact person	
Shipping department contact person	
Range of services provided by the company (company portfolio)	
Remarks	

**Note:** Doaba Foundation carries out projects in the field of humanitarian aid and development cooperation which are also financed by the European Community, among others. Part of this qualifying process for our suppliers is the following declaration by your company (in accordance with European Union rules and conditions for the awarding of contracts for services, supplies of goods and construction services).

Page 2/3

## Doaba Foundation supports the goals of the UN Global Compact

The UN Global Compact is a strategic policy initiative for businesses that are committed to aligning their operations and strategies with [ten universally accepted principles](#) in the areas of [human rights](#), [labour](#), [environment](#) and [anti-corruption](#). By doing so, business, as a primary driver of globalisation, can help ensure that markets, commerce, technology and finance advance in ways that benefit economies and societies everywhere.

### [Human Rights](#)

- [Principle 1](#): Businesses should support and respect the protection of internationally proclaimed human rights; and
- [Principle 2](#): make sure that they are not complicit in human rights abuses.

### [Labour](#)

- [Principle 3](#): Businesses should uphold the freedom of association and the effective recognition of the right to collective bargaining;
- [Principle 4](#): the elimination of all forms of forced and compulsory labour;
- [Principle 5](#): the effective abolition of child labour; and
- [Principle 6](#): the elimination of discrimination in respect of employment and occupation.

### [Environment](#)

- [Principle 7](#): Businesses should support a precautionary approach to environmental challenges;
- [Principle 8](#): undertake initiatives to promote greater environmental responsibility; and
- [Principle 9](#): encourage the development and diffusion of environmentally friendly technologies.

### [Anti-Corruption](#)

- [Principle 10](#): Businesses should work against corruption in all its forms, including extortion and bribery.

The Global Compact is global and local; private and public; voluntary yet accountable.

Further information is available on this website in different languages: <https://www.unglobalcompact.org>

**Supplier qualification**

Page 3/3

We, \_\_\_\_\_ (name of company) hereby declare that

- a) we are not in bankruptcy proceedings, judicial insolvency proceedings or in liquidation, that we have not ceased our commercial activities and are not in a comparable situation by virtue of similar proceedings referred to in the national legal provisions,
- b) we have not received a sanction by legally binding judgment for reasons which bring into doubt our professional reliability,
- c) we comply with our duty to pay social insurance contributions, taxes or other levies in accordance with the legal provisions of the state in which we have our office, the state of the consignee, or the state where the contract is performed,
- d) we have not received a legally binding sentence due to fraud, corruption, participation in a criminal association, or another act directed against the financial interests of the European Communities,
- e) no serious breaches of contract due to non-performance of our contractual obligations have been ascertained in connection with another contract or a contract awarded from the Community budget,
- f) we are providing you with all the information required in connection with participation in a tender,
- g) in respect of contracts which are ultimately paid for out of European Community funds, no one has accused us of breach of contract due to gross violation of our contractual obligations,
- h) we have not been excluded as a contract partner by the European Community due to ethical issues,
- i) we assure the European Commission, the European Anti-Corruption Bureau and the auditors of the European Community reasonable access on demand to our business and accounting documents for the purpose of checks and audits,
- j) We respect basic social rights and condemn child labor.

We support the goals of the United Nations Global Compact <https://www.unglobalcompact.org>

---

Date, company name, signature, name in block capitals, company stamp.

**Declaration of Impartiality and Confidentiality, Page 1/4**

Publication ref: \_\_\_\_\_

I, the undersigned, hereby declare that I agree to participate in the evaluation of the above-mentioned [tender procedure][call for proposals]. By making this declaration, I declare that I am aware of the following:

1. Financial persons and other persons involved in budget implementation and management, including acts preparatory thereto, audit or control shall not take any action which may bring their own interests into conflict with those of Welthungerhilfe and the Donor..

If such a risk exists, the person in question shall refrain from such action. He or she shall refer the matter to the authorising officer by delegation and inform his or her hierarchical superior. The authorising officer shall confirm in writing whether a conflict of interests exists. Where a conflict of interests is found to exist, the person in question shall cease all activities in the matter. The authorising officer by delegation shall personally take any further appropriate action.

2. For the purposes of paragraph 1, a conflict of interests exists where the impartial and objective exercise of the functions of a financial person or other person, as referred to in paragraph 1, is compromised for reasons involving family, emotional life, political or national affinity, economic interest or any other shared interest with a recipient.

I hereby declare that, to my knowledge, I have no conflict of interest with the operators who have [applied to participate] [submitted a tender] for this contract, including persons or members of a consortium, or the subcontractors proposed.

I confirm that if I discover during the evaluation that such a conflict exists or might exist, I shall declare it immediately to the chairperson of the evaluation committee. In the case that such conflict is confirmed by the chairperson, I agree to cease from participating in the evaluation committee.

I confirm that I have familiarised myself with the information available to date concerning this [tender procedure][call for proposals], including the provisions of the Practical Guide relating to the evaluation process.

I shall execute my responsibilities impartially and objectively. I further declare that, to the best of my knowledge, I am not in a situation that could cast doubt on my ability to evaluate the [tender(s)][application(s)].

I shall maintain the strictest confidentiality in respect of all information acquired as a result of my involvement in the evaluation process of the above-mentioned call, as well as any information relating specifically to the object of this call.

**Declaration of Impartiality and Confidentiality,**

I undertake neither to disclose such information to any person who is not already authorised to have access to such information, nor to discuss it with any person in any public place or where others could overhear it.

---

(Name in Block letters, Date, Signature)