# Part 5: TECHNICAL AND FINANCIAL PROPOSAL SUBMISSION FORM

Bidders are requested to complete this table, answer the questions below, and submit it along with any other supporting documents.

|  |  |  |  |
| --- | --- | --- | --- |
| **Item** | **Description** | **Cost (AUD)** | **Responses by Bidder \*** State whether:  i) Fully compliant.  ii) Partially compliant; or  iii) Not compliant.  Bidder to state reason why specs offered are partially or not compliant. Minor deviations are acceptable. Other information to be entered or attached where requested. |
| 1 | Trenching machine |  |  |
| 2 | Spare parts for trenching machine |  |  |
| **Subtotal: Items 1 + 2** | |  |  |
| 3 | Delivery option 1: to Suva, Fiji |  |  |
| Delivery option 2: to Kiritimati, Kiribati |  |  |

*\* See Technical Specifications Table in Section 3.4.*

Expected Suva (option 1) delivery lead time from contract signing: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ weeks.

Expected Kiritimati (option 2) delivery lead time from contract signing: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ weeks.

All spare parts are genuine: Yes 🞏 No 🞏

If no, please explain the exceptions and reasons:

Please briefly describe your experience as a supplier of genuine trenching equipment:

Please state any applicable warranty on the parts:

Please remember to attach your business registration

**DUE DILIGENCE QUESTIONNAIRE**

**RFQ22-4129**

Please complete the following questionnaire and provide supporting documents where applicable.

**For individuals operating a business in their personal capacity**

1. Please provide any two of the following documents to verify identity and proof of address:
2. Passport
3. Driver’s license
4. Voter card or other government-issued identity card
5. Bank statement with the individual’s name displayed

1. Have you been convicted for criminal offences relating to anti-money laundering or terrorism financing? ☐Yes    ☐No

If you answered ‘yes’, please provide further details.

1. Have you ever been the subject of any investigation, indictment, conviction or civil enforcement action related to financing terrorists? ☐Yes    ☐No

If you answered ‘yes’, please provide further details.

**For companies and other legal entities**

1. Please provide the following documents to verify identity and proof of address:

1. Evidence of Power of Attorney/Board Resolution granted to the officers to transact business on its behalf; and
2. Any of the following documents:

* Certificate of Incorporation
* Memorandum and Articles of Association
* Telephone bill in the name of the company
* Bank statement with the entity’s name displayed

1. Does your entity have foreign branches and/or subsidiaries? ☐Yes    ☐No

1. If you answered ‘yes’ to the previous question, please confirm the areas of your entity covered by responses to this questionnaire

Head Office & domestic branches ☐Yes    ☐No    ☐ N/A

Domestic subsidiaries ☐Yes    ☐No    ☐ N/A

Overseas branches   ☐Yes    ☐No    ☐ N/A

Overseas subsidiaries ☐Yes    ☐No    ☐ N/A

1. Is your entity regulated by a national authority? ☐Yes    ☐No

If you answered ‘yes’ please specify the name: …………………………………………………………………………..

1. Does your entity have a written policy, controls and procedures reasonably designed to prevent and detect money laundering or terrorist financing activities? ☐Yes    ☐No

If you answered ‘yes’, please send SPC your policy in English

1. Does your entity have an officer responsible for an anti-money laundering and counter-terrorism financing policy? ☐Yes    ☐No

If yes, please state that officer’s contact details:………………………………………………………………………….

1. Does your entity provide financial services to customers determined to be high risk including but not limited to:

- Foreign Financial Institutions ☐Yes    ☐No

- Casinos  ☐Yes    ☐No

- Cash Intensive Businesses  ☐Yes    ☐No

- Foreign Government Entities  ☐Yes    ☐No

- Non-Resident Individuals  ☐Yes    ☐No

- Money Service Businesses  ☐Yes    ☐No

1. If you answered ‘yes’ to any of the boxes in question 7, does your entity’s policies and procedures specifically outline how to mitigate the potential risks associated with these higher risk customer types? If yes, how?

1. Has your entity ever been the subject of any investigations or had any regulatory or criminal enforcement actions resulting from violations of laws and regulations relating to either money laundering or terrorism financing?☐Yes    ☐No

If you answered ‘yes’ please provide details

1. Has the director or CEO of your entity ever been the subject of any investigations or had any regulatory or criminal enforcement actions resulting from violations of laws and regulations relating to either money laundering or terrorism financing?☐Yes    ☐No

If you answered ‘yes’ please provide details

I declare that none of the funds received or to be received by my organisation will be used to finance terrorism or involve money laundering.

I declare that the particulars given herein above are true, correct and complete to the best of my knowledge, and the documents submitted in support of this form are genuine and obtained legally from the respective issuing authority.

Date: Name:

Signature: Title: