

LIST OF RETURNABLE DOCUMENTS (Checklist for Bidders)

Project title:	Appointment of Additional Service Providers into the Framework agreement Specialising in Standby Generators with Control panels, to provide Hiring, Transportation, Installation and Commissioning services on an as and when required basis for a period of three (3) years.
Tender no:	SENT/019/2026-27

1. THE TENDERER MUST COMPLETE THE FOLLOWING RETURNABLE DOCUMENTS:

(Tenderers may use the "Returnable document" column to confirm documents have been completed and returned by inserting a tick)

Tenderers must ensure that they complete **scan into a memory stick/USB** and return all the below mentioned mandatory documents. Tenderers that do not return and complete ALL the documents may be considered non-responsive.

Tender Document Name:	Document Returned Yes	Document Returned No	Document Returned N/A
Envelope 1 Technical Proposal			
Cover Page (Envelope 1 – Technical Proposal)			
List of returnable documents (Envelope 1 – Technical Proposal)			
SBD 1 Notice and invitation (Envelope 1 – Technical Proposal)			
Completed & Signed Tender Data (Envelope 1 – Technical Proposal)			
Bidder's response to tender specifications. (Proof of Compliance – Envelope 1 – Technical Proposal)			
Valid and original TAX clearance certificate (Envelope 1 – Technical Proposal)			
BEE Certificate (Envelope 1 – Technical Proposal)			
Resolution of board of directors to enter into consortia or joint ventures (Envelope 1 – Technical Proposal)			
Resolution of Authority of JV (Envelope 1 – Technical Proposal)			
Resolution of Board of Director for Bid participation (Envelope 1 – Technical Proposal)			
SBD 4 Declaration of interest (Envelope 1 – Technical Proposal)			
SBD 5 National Industrial Participation Programme (Envelope 1 – Technical Proposal)			
SBD 6.1 Preference Points Claim Form (Envelope 1 – Technical Proposal)			
Record of addenda for Bids (Envelope 1 – Technical Proposal)			
General Conditions of Contract (Envelope 1 – Technical Proposal)			
Company Registration documents (Envelope 1 – Technical Proposal)			
Company Profile (Envelope 1 – Technical Proposal)			
Scanned into a memory stick/USB both envelop 1 & 2			

Tender Document Name:	Document Returned Yes	Document Returned No	Document Returned N/A
Envelope 2 Financial Proposal			

BOQ (Envelope 2- Financial Proposal)- N/A			
Completed and signed Contract Data (Envelope 2- Financial Proposal)			
BEE Certificate (Envelope 2- Financial Proposal)			

Name of Tenderer	Signature	Date