**APPLICATION TEMPLATE**

**to the TERMS OF REFERENCE**

Call for Tender for the Selection:

**REQUEST FOR PROPOSAL FOR THE CONSTRUCTION OF A FOUR CLASS ROOM BLOCK AND TOILETS IN DIABIO, SOUTH SUDAN, USING INTERLOCKING STABILIZED SOIL BLOCKS (ISSB) METHOD**

In the framework of the project

**Let’s build a school in South Sudan together: Construction of Bishop Hiiboro School**

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| 1. **Your profile** | |
| Name of the applicant organization | Insert text here |
| State registration- and tax-number | Insert text here |
| Name of the director | Insert text here |
| Name of the project manager for this project | Insert text here |
| Name of the main engineer 1 (if not ident with project manager) | Insert text here |
| Name of the main engineer 2 | Insert text here |
| Address | Insert text here |
| Contact details (phone) | Insert text here |
| Contact details (e-mail) | Insert text here |
| Country of registration | Insert text here |
| Website, Social media pages | Insert text here |
| Legal registration number | Insert text here |
| *Add rows if needed* |  |
| Additional comments | |
| Insert text here | |
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| 1. **Your track records** |
| * 1. **Please tell us why you believe you are in a position to deliver the requested services.**   Insert text here |
| * 1. **Please insert reference projects /customers (including Name, service delivered, year, language used).**   Insert text here |

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| 1. **Your team** |
| 1. **Please list your team members according to their roles in the services suggested, their** CVs with relevant information, diplomas and certificates to the application package**.**   Insert text here.   1. **Please describe your approach regarding the workers** (e.g. employment of young workers of the region trained at the ISSB method, workers from the Diabo village, employment of your own workers, combination of the three etc.). If the proposed workers are not yet trained at the ISSB method, please explain how you will proceed.   Insert text here. |

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| 1. **Your methodology, your project plan with timetable** |
| * 1. **Please describe the methodology, its know-how, technical proposal you suggest within this ToR and the justifications of its efficiency in details.**   Insert text here. |
| * 1. **Please describe your project plan (basis: plans and drawings architect, including annexes, indicative timeline of the construction of the building.**   Insert text here. |

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| 1. **List of tools and equipment** |
| Please provide here with the list of equipment and tools available for the construction work:  Insert |

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| 1. **Sub-contracts (fill out if applicable)** | | | |
| If you plan to conclude sub-contracts, please explain the reasons for this and provide details | | | |
| **I / we plan to conclude  sub-contract for the following tasks** | **Main reason for sub-contracting** | **Amount (approx)** | **Explanation how you will co-operate with the sub-contractor** |
| Insert text here |  |  |  |
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|  |  |  |  |
| Add lines if needed |  |  |  |

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| 1. **Your references** | |  |
|  |  |  |
|  | **Reference 1** | **Reference 2** |
| **Contact Name** | Insert text here |  |
| **Organisation Name** |  |  |
| **Full Postal Address** |  |  |
| **e-mail** |  |  |
| **Phone Number** |  |  |
| **Context of your relationship with this person or organisation** |  |  |

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| 1. **References of the project manager and main engineer (if not ident with references of the company)** | |  |
|  |  |  |
|  | **Referee 1** | **Referee 2** |
| **Contact Name** | Insert text here |  |
| **Organisation Name** |  |  |
| **Full Postal Address** |  |  |
| **e-mail** |  |  |
| **Phone Number** |  |  |
| **Context of your relationship with this person or organisation** |  |  |

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| 1. **Costs for the suggested services** |
| * 1. **Costs calculated:**   **Price review in USD (incl VAT):**  **Please state here a detailed calculation of the construction parts:**   |  |  |  |  | | --- | --- | --- | --- | | **Construction part** | **Quantity** | **Price (USD)** | **Total USD** | | **Foundation** |  |  |  | | **Slab** |  |  |  | | **Supper Structure** |  |  |  | | **Roofing** |  |  |  | | **Doors** |  |  |  | | **Windows** |  |  |  | | **Plastering** |  |  |  | | **Painting** |  |  |  | | **2 toilets** |  |  |  | | **Human Resources** |  |  |  | | **Tools** |  |  |  | | **Transport** |  |  |  | | **…** |  |  |  | | **Additional costs** |  |  |  | | **Total SUM USD** |  |  |  |   **Further services you suggest, that are not necessary for the construction concerning briefing and architect drawings:** |

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| **10. Declaration Call application for the selection of a company to construct one-four classroom block in the framework of the project Let’s build a school in South Sudan together: Construction of Bishop Hiiboro School**  **\* The document as to be signed/stamped by the person authorised to conclude contracts for the construction of a learning center, using the ISSB method.** |
| I [NAME - POSITION] certify that the information submitted within and appended to this application is correct.  I understand that the information will be used to assess my organisation’s suitability to become a prospective service contractor and that information will be held on computer and manually for this purpose in accordance with current Data Protection legislation.  I confirm that the services will be provided in accordance with the Terms of Reference and the Proposal description submitted and approved.  I confirm that։   1. the information contained in the submitted application is completely correct and corresponds to the reality; 2. “Insert name of the organization” did not violate any law, including the RA Law on Combating Money Laundering and Terrorism Financing; 3. neither I nor any of the involved team members mentioned in the proposal are involved in any activities or operations that could somehow damage the project implementation or the image of “Let’s build a school in South Sudan together: Construction of Bishop Hiiboro” School project partners and donors. 4. neither I nor any of the involved team members mentioned in the proposal are concerned by the exclusion criteria in Annex 3.   For and on behalf of: [xxx]  Date:  Place: |
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| **11. Your attachments** | | | |
| **Have you enclosed following documents?** | | | |
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|  | **YES** | **NO** | **Comment** |
| **Operational license of the company provided by South Sudan government** |  |  |  |
| **Copy of the state registration** |  |  |  |
| **CVs of the team members** |  |  |  |
| **Diplomas of the team members** |  |  |  |
| **Certificates of the team members** |  |  |  |
| **Bank statement for at least the last 12 months** |  |  |  |
| **Other documents** |  |  |  |