1. **Required documents to be submitted**

Excluding any document can be a cause of disqualification

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| SN | Required documents | Included in your submission: Yes/No |
| 1 | This page of “Required documents to be submitted” – filled in |  |
| 2 | Your track record of relevant implemented projects |  |
| 3 | Your proposed approach |  |
| 4 | Your proposed personnel (5 key personnel only) |  |
| 5 | Company/NGO profile or description |  |
| 6 | Your proposed budget |  |
| 7 | Copy of Certificate of tax compliance |  |
| 8 | Copy of recent and valid Tax Clearance Certificate |  |
| 9 | Copy of valid Certificate of incorporation (copy of both sides) |  |
| 10 | Audited Financial Statement not older than 3 years |  |