



## **Annexure D: Returnable Documents Checklist**

### **Digital Doorway refurbishments, installations and connectivity**

**RFP No. 3487/05/11/2021**

**NOTE:** *The bidder is required to complete each and every schedule listed below to the best of his ability as the evaluation of tenders and the eventual contract will be based on the information provided by the bidder. Failure of a bidder to complete the schedules and forms to the satisfaction of the CSIR will inevitably prejudice the tender and may lead to rejection on the grounds that the tender is not responsive.*

The bidder must complete the following returnable documents:

RETURNABLE DOCUMENTS –		
<b>PART A: TECHNICAL RETURNABLES</b>		
<i><b>Electronic File 1.</b></i>		
Description	Included	
	Yes	No
<b>Part 1:</b>		
Signed main RFP document		
Completed and duly signed Declaration of Interest Form		
Completed and signed Returnable documents checklist ( <b>this</b> document)		
<b>Part 2.</b>		
Completed Technical Compliance Matrix (Annexure B)		
Project management related information		
References related information		
Any other technical information the bidder wishes to share as part of the technical submission, e.g. maps, network diagrams, SLA info, etc. This information must not contain any pricing information (Part 3).		
<b>PART B: PRICING PROPOSAL</b>		
<i><b>Electronic File 2.</b></i>		
<b>Part 3.</b>		
Completed Pricing Schedule (Annexure C)		
Latest B-BBEE Certificate		
Completed SBD1 Form		
Any other pricing information the bidder wishes to share as part of the pricing submission.		
This information must not contain any technical information i.e. Part 2 information.		

I confirm that I am duly authorised to sign this proposal.

NAME (PRINT) .....

CAPACITY .....

SIGNATURE .....

NAME OF FIRM .....

DATE .....

WITNESSES

1 .....

2 .....

DATE: .....