

BIDDER'S CHECK LIST Acted OPT

Date: 26/08/2026

Tender N°: T/12MULTI/Data-Collection/GAZA-RML/26-08-2026/001

BEFORE SENDING YOUR BIDDING DOCUMENTS, PLEASE CHECK THAT EACH OF THE FOLLOWING ITEMS ARE COMPLETE AND RESPECTS THE INSTRUCTIONS TO BIDDERS CONDITIONS:

#	Description	To be filled in by Bidder		For Acted use only	
		Included		Present	
		Yes	No	Yes	No
1	The present Instructions to Bidders (PRO-05) signed & stamped by the Bidder				
2	An original Offer Form (PRO-06) dated, filled, signed & stamped by the Bidder				
3	The Supplier Questionnaire Form (PRO-06.1) dated, filled, signed & stamped by the Bidder				
4	Acted Ethical Declaration (PRO-06.2) dated, filled, signed & stamped by the Bidder				
5	Acted's General Conditions for Purchase signed & stamped by the Bidder				
6	The Bidder's official registration documents				
7	A copy of the Bidder's legal representative ID or passport				
8	The Bidder's Checklist (PRO-06.3) dated, filled, signed & stamped by the Bidder				
9	BONUS – Proof of past experience				
10	BONUS – List of governorates/areas with an established network of enumerators and/or supervisors				
11	BONUS – List of available enumerators and field supervisors				
12	BONUS – Information on the Data collection platform used				
13	BONUS – Quality assurance procedure for field data collection				
14	BONUS – Methodology for monitoring fieldwork progress and data quality				
15	BONUS – Data Protection Policies				
16	BONUS – Safety and Security Policies				
17	BONUS – Communication Policies during face-to-face data collection				

First & Last Name of Bidder's authorized representative: _____

Position of Bidder's authorized representative: _____

Authorized signature: _____

