**Attachment 2- EOI questionnaire**

1. **CONFIRMATION OF INTEREST**

|  |  |
| --- | --- |
| 1. **Name of Company** (Bidder entity who wish to participate in bid) |  |
| 1. **Address** |  |
| 1. **Place of Incorporation/Registration:** |  |
| 1. **Year of Incorporation/Registration:** |  |
| 1. **Business Activities** | [list all lines of business and provide notarized copies of original documents] |
| 1. **Contact Person**  * Name * Position (in Company) * Phone No./ Mobile Phone (with complete ISD codes) * Fax No. (with complete ISD codes) * Contact E-Mail Address |  |
| 1. **Confirmation of Interest** | We are:  □ Interested in bidding as a lump sum EPC for the EPC of Biorefinery Pilot Plant at EECi. Our responses to preliminary questions are attached;  □ Not interested in bidding as a lump sum EPC for the EPC of Biorefinery Pilot Plant at EECi. |
| 1. **In case Not Interested, please provide the reason.** |  |

**Contact Details:**

Name of contact person: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Website: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Telephone number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mobile: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Signed for and on behalf of the invitee**

I warrant that in submitting this response, I have read and accept the conditions of the EOI.

Signature of invitee’s authorised officer: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

For and on behalf of: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **EXPERIENCES IN EPC PROCESS PLANT IN LAST 5 YEARS**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Project Name | Employer name and location (& other information – if any) | Contract Amount (USD) | Award date and Period of performance(month) | Brief Description of Work Scope |
|  |  |  |  |  |
|  |  |  |  |  |

1. **ORGANIZATION, MANPOWER AND WORKLOAD**

Please submit the following items:

* Please specify Bidder or Bidder’s branch or subsidiary to be assigned for services in case that the job is not performed by Bidder’s headquarters.
* Please provide the corporate organization chart with clearly identified Role & Responsibility as an attachment.
* Please provide the Organization chart of the team to be assigned for services if awarded the Contract.
* A manhour histogram reflecting the existing secured work, future expected works (Q3-2020 to Q4-2021) and this scope of work. The manhour histogram demonstrates that Bidder has adequate resources, either in-house or external, to complete the work
* Please submit a Preliminary Schedule.

1. **PERSONNEL AVAILABILITY**

* Please confirm the availability of the proposed personnel at the start of the services
* Please confirm that the proposed personnel are either currently employed by the Bidder or will be employed by the Bidder prior to the start of services.

1. **ENGINEERING PARTNERSHIP / JOINT VENTURE / SUBCONTRACTING**

* Please confirm that bidder will execute the scope of work in his own right without recourse to subcontracts, alliances or other joint ventures. or;
* Please confirm that bidder will execute this scope of work under Joint Venture Agreement or Consortium Agreement.
* The EPC Contractor shall not sub-contract all or part of the Services without written consent from the Client. The EPC’s consent for such sub-contracting does not relieve the Consultant from liabilities or obligations under this Agreement. The EPC shall be liable for all defaults and negligence of the sub-contractor or sub-contractor’s agents or employees.
* The sub-contracting in violation of the provision of the first paragraph shall be subject to a penalty at the rate of 10% (Ten Percent) of the sub-contracted amount. However, this shall not abridge the right of the Client in terminating this Agreement.

1. **Quality**

* Please confirm that bidder will execute the project with work quality system. If yes, please selection option below and provide as attachment of this part.
  1. Quality manual
  2. QA/QC procedure
  3. Inspection and Test Plan
* Please provide the Quality achievement certificates. If yes, please select option below and provide as attachment of this part.
  1. ISO 9001
  2. Other Quality achievement certificates

1. **Security, Safety, Occupational Health and Environment**

* Please provide the SSHE policy, program objective & management system as an attachment.
* Please provide the SHE organization as an attachment
* Please provide the SHE achievement certificate e.g. ISO 14001, OSHAS18001, other SHE performance awards

1. **In case of JV or Consortium, please list all the names of the companies who are in the same JV or Consortium below:**
   1. **…**
   2. **…**
   3. **…**

NOTE: JV Agreement Form or Consortium Agreement Form will be required as an attachment upon the submission of the bidding proposal. We do not require such form at this moment.

--End of Attachment 2—