APPENDIX 2

QUALIFICATION REQUIREMENTS AND EVALUATION CRITERIA

I. QUALIFICATION REQUIREMENTS

- **Certificate of Incorporation:**
  The bidder should provide a copy of their Certificate of Incorporation or other documents setting forth the legal basis of the company and allowing bidder to bid and enter into a contract.

- **Capacity of Operations:**
  The bidder should provide a statement confirming that they are an authorized distributor of the manufacturer; and that they are licensed to sell, maintain service and honor the manufacturer’s warranty.

- **Years in Business:**
  The bidder should be in business for at least five (5) years.

- **Financial requirements:**
  Financial statements for the past three (3) years or for the period the bidder has been in business.

- **Dully filled and signed Declaration of Confirmations (Appendix 7).**

- **Experience Fulfilling Contracts with Similar Requirements:**
  Bidder must have experience of fulfilling at least two (2) contracts of a similar nature in the last five (5) years. List of at least two (2) references or similar document should be included to demonstrate this experience.

- **Internationally Recognized Quality Standards:**
  All equipment must conform to EU standards of manufacturing and safety: CE or GS/TUV or equivalent. The bidder must attach the certificates to the offer.

- **The supplier must commit to ethical principles below:**

  i) company pursues a **zero tolerance towards fraud and corruption**;
  
  ii) company confirms that not of its managers/administrators /owners has been **convicted of any crime**;
  
  iii) company confirms **absence of conflict of interest** of its employees, managers / administrators or owners in relation to this tender;
  
  iv) company confirms that it is not and has **not been suspended /barred from doing business** with any UN or other public organization.
II. SELECTION CRITERIA

II.1 TECHNICAL EVALUATION CRITERIA
- Compliance of the equipment with the technical requirements outlined in the Scope of Supply
- Compliance with the warranty requirements
- Compliance with the timeframe for delivery

II.2 COMMERCIAL EVALUATION CRITERIA
- Price/cost: cost of items and associated services in EUR
- Terms of payment: proposed payment terms
- Contract basic terms and conditions: Acceptance of the UNIDO terms and conditions of Contract.