

# Application Document for

Pre-qualification of Indian Firms for Supply &  
Installation of Medical Equipment and  
Rehabilitation of Equipment in Benin

**Export-Import Bank of India**  
**Date: August 26, 2016**

## **INVITATION FOR PREQUALIFICATION**

The Export-Import Bank of India [hereafter Exim Bank, or the Bank], on behalf of the Government of India, extends from time to time, concessional credit facilities under the Indian Development and Economic Assistance Scheme (IDEAS) to overseas governments / their nominated agencies in developing countries for financing projects involving procurement of goods, civil works, consulting and non-consulting services to be contracted to Indian entities.

These Lines of Credit are governed by the Guidelines issued by the GOI from time to time. As per the extant guidelines issued vide letter no No. 21/3/2015-IDEAS dated December 7, 2015, the Bank is required to carry out a prequalification exercise and provide a list of prequalified bidders to the Borrower for invitation of bids for specific contract packages under the project(s) financed by the Line(s) of Credit.

In pursuance to the above, the Bank invites Applications from Indian firms for Supply & Installation of Medical Equipment and Rehabilitation of Equipment in Benin under a Line of Credit extended to the Ecowas Bank for Investment and Development.

Completed Applications in accordance with the provisions of the Application Document should be delivered physically by 1800 hours, September 26, 2016 at the following address:

Ms. Meghana Joglekar  
Deputy General Manager  
Lines of Credit Group  
Export-Import Bank of India  
Maker Chamber IV, 8th Floor,  
222 Nariman Point,  
Mumbai-400 021  
Phone : 022- 2286 1569/1563  
Fax : 022- 2282 3394  
Email: [eximloc@eximbankindia.in](mailto:eximloc@eximbankindia.in)

This Application Document (AD) consists of the following Parts:

**Part I.            Scope of Supplies**

This Part includes a summary description and other data on this pre-qualification process and of the prospective contract to be awarded by the Borrower government subsequent to this pre-qualification.

**Part II.           Instructions to Applicants (ITA)**

This Part provides information to the Applicants in preparing and submitting their Applications for Pre-qualification (“Applications”) and the conditions/procedures for this pre-qualification process.

**Part III.          Data Sheet (DS) to ITA**

This Part includes specific provisions that supplement Part II, Instructions to Applicants.

**Part IV.          Pre-qualification Criteria and Requirements**

This Part specifies the criteria and requirements and the procedure to be used to determine how Applicants shall be pre-qualified and later to be invited to bid by Borrower government.

**Part V.           Forms**

This Part includes the Application Submission Form and other forms required to be submitted with the Application.

**Part VI.          Questionnaire for Applicants**

This questionnaire requires the prospective Applicants to furnish certain basic information, and confirm certain facts relating to their firm with respect to past performance and prospective engagement.

# **Application Document for**

Pre-qualification of Indian Firms for Supply &  
Installation of Medical Equipment and  
Rehabilitation of Equipment in Benin

Invitation for Pre-Qualification No.:  
GOILOC-144[1]/EBID/SUPPLY-01  
Issued on: **August 26, 2016**

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## **PART I: SCOPE OF SUPPLIES**

The Export-Import Bank of India (Bank), on behalf of the Government of India has approved financing of a project for supply and installation of medical equipment and rehabilitation of health equipment in Benin under a Line of Credit to Ecowas Bank for Investment and Development.

### **A] Major Components of Supply**

The project of Equipment and Rehabilitation of the Health facility in Benin (PERS-B) aims to equip with biomedical material for twenty-six (26) health facilities in Benin. The pre-qualification exercise is being done to prequalify Indian Suppliers specializing in the supply and installation of the following 6 categories of goods and equipment:

1. Scanners and Imagery by Magnetic Resonance (MRI)
2. Radio diagnosis and Echography (scanning) equipment
3. Hygiene equipment and sterilization
4. Laboratory equipment, Operating room, Anaesthesia, Intensive Care and Maternity
5. Furniture, General Equipment, Logistics and Maintenance tools

It has to be noted that the above description are general and the details will be described in the schedule of requirements in the tender documents that will be issued at the tendering stage. Provision of spare parts, connection materials, some provisional items will be included in the tender documents and the schedule of requirement for each item.

### **B] Details of Equipment to be supplied**

The equipment are grouped into five batches:

#### **1. Batch I: Scanners and Magnetic Resonance Imaging (MRI)**

This includes:

- One helicoidal scanner for the whole body scanning of 16 slices per rotation;
- One MRI permanent open magnet field to conduct First Aid, Pediatrics, Claustrophobia, Obesity and conventional imaging.

#### **2. Batch II: X-ray and ultrasound equipment**

- The equipment to be procured includes 9 rooms conventional Radiology of Bone, Lung with automatic processor, 4 standard Ultrasound equipment and 31 viewboxes.

#### **3. Batch III: Hygiene and sterilization equipment**

- Batch III includes isolated maternity home, hygiene and sterilization equipment (asepticizers of local benchtop autoclaves, horizontal and vertical autoclave sterilizer), Laundry (washer extractor, drying and ironing, post ironing, sewing machine, dryer, transport equipment and storage machine) and electrical incinerator.

#### 4. Batch IV: Laboratory, Operating room, Intensive care unit and Maternity equipment

Batch IV includes the following equipment:

##### a) Laboratory equipment

Vertical autoclave, blood bank centrifuges, automated cell counts, binocular microscopes, electrophoresis channels, ovens, water bath, spectrophotometers and Elisa chains.

##### b) Surgery and Intensive Care Unit equipment

Anesthesia tables, mucus vacuum, Defibrillators, Intensive care respirators, patient monitors, syringe, Intensive care manuals and laryngoscope.

##### c) Maternity home equipment

Blood pressure metres, foetal pulse detectors, examination lamps, adult weighs, baby weighs and pinard Stethoscopes.

#### 5. Batch V: Furniture, General Equipment, Logistics and Maintenance tools

These are furniture for general and specialized consultations and equipment / tools used for maintenance and quality control of medical equipment distributed in the following categories:

- a) Office furniture and visitors chairs for offices of doctors, nurses and midwives with armchair and patient chairs.
- b) Display cabinet units.
- c) A 3x4 refrigerated cabinet.
- d) Delivery table, gynecological examination table, dressing table, medical examination table, resuscitation beds and intensive care beds.
- e) Mortuary equipment accessories (Embalming case, body presentation slide, forklift and pump therapy formalin).
- f) 500 KVA and 800 KVA electric generators.
- g) Tools box for electrician.
- h) Set of quality control tools.
- i) Complete electronics suitcase.
- j) 4x4 double cab vehicle.

#### **C] Site and other Data:**

The project will involve all the 12 departments of Benin at all levels of the health system of the country. The medical structures involved are:

Level	Hospitals
Central	National Hospitals and University Teaching Hospital, Cotonou
Intermediate or Departmental	<ul style="list-style-type: none"> <li>• Departmental Hospital [6]               <ul style="list-style-type: none"> <li>➤ Oueme-Plateau</li> <li>➤ Mono-Couffo</li> <li>➤ Zou-Collines</li> <li>➤ Atacora</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>➤ Donga</li> <li>➤ Alibori</li> </ul>
Peripheral	<ul style="list-style-type: none"> <li>• Zonal Hospitals [7] <ul style="list-style-type: none"> <li>➤ Pobe</li> <li>➤ Lokassa</li> <li>➤ Bassila</li> <li>➤ Klouekanme</li> <li>➤ Papane</li> <li>➤ Malanville</li> <li>➤ Kouande</li> </ul> </li> <li>• Health Centre [7] <ul style="list-style-type: none"> <li>➤ Agoue</li> <li>➤ Kpankoun</li> <li>➤ Chabicouma</li> <li>➤ Kandi 2</li> <li>➤ Grand-Popo</li> <li>➤ Seme-Kpodji</li> <li>➤ Djibio</li> </ul> </li> <li>• Dispensary or isolated maternity homes [5] <ul style="list-style-type: none"> <li>➤ Tchonvi</li> <li>➤ Logou</li> <li>➤ Yaoui</li> <li>➤ Kikele</li> <li>➤ Tandou</li> </ul> </li> </ul>

**D] GOI Guidelines**

As per the GOI guidelines, goods and services for minimum 75% value of the contracts covered under these Lines of Credit, must be sourced from India. Applicants are advised to refer to the GOI guidelines mentioned above for details available at <http://www.eximbankindia.in/sites/default/files/C.pdf>

**E] Batches**

There are five batches for the works (Batch I, II, III, IV & V) as mentioned in Para B. This common Application Document for Pre-qualification is applicable for all five batches distinctly. The Applicant may apply for any or all the 5 batches. Subsequent to pre-qualification, the Borrower may undertake bidding for the five batches separately.



## Part II. Instructions to Applicants [ITA]

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## **Part II. Instructions to Applicants**

### **A. General**

#### **1. Background**

- 1.1 The Export-Import Bank of India (hereinafter called “the Bank”), on behalf of the Government of India (GOI), extends from time to time, concessional credit facilities (hereinafter called “Lines of Credit”) under the Indian Development and Economic Assistance Scheme (IDEAS) to overseas governments or their nominated agencies (hereinafter called “Borrower or Employer”), for financing projects to be executed by Indian entities. Payment by the Bank to the Indian exporters will be made only at the request of the Borrower and upon approval by the Bank, and will be subject, in all respects, to the terms and conditions of the credit (or financing) agreement.

#### **2. Scope of Pre-qualification**

- 2.1 With reference to the Invitation for Pre-qualification (IFP) indicated in Part III, Data Sheet (**DS**), this Application Document (“Application Document”) is being issued by the Bank to prospective applicants (“Applicants”) interested in submitting applications (“Applications”) for pre-qualification as per the scope described in Part I, General Scope and subject to the provisions of this Application Document.

#### **3. Ethics and Integrity**

- 3.1 The Bank requires Applicants to participate in this pre-qualification process with the highest standards of integrity and ethics and prohibits any corrupt and / or fraudulent practices. It is strictly forbidden to the parties involved in the pre-qualification process, by themselves or by a third party, to offer, ask or accept for itself or for a third party, financial or non-financial advantage or even direct or indirect promise, as offsets for pre-qualification, if susceptible of being qualified as criminal unlawful acts in accordance with national laws of any party involved.
- 3.2 In pursuance of article 3.1 above, Applicants shall permit the Bank to inspect all accounts, records and other documents relating to the submission of the Application, bid submission (in case prequalified), and contract performance (in the case of award), and to have them audited by auditors appointed by the Bank.
- 3.3 If, in accordance with the administrative procedures of the Bank, it is demonstrated that an Applicant in this pre-qualification process, or during the subsequent bidding for the contract(s) has committed corrupt, fraudulent, or unethical practices, the Bank, inter alia, shall:

- a. reject any Application for pre-qualification or proposal to award a contract in connection with the subsequent procurement process, as applicable; and/or
- b. declare an Applicant involved in corrupt practices, temporarily or permanently, ineligible to be awarded future contracts under Bank funding.

#### **4. Eligibility of Applicants**

- 4.1 This pre-qualification exercise is open to only Indian Applicants in accordance with the provisions of ITA 4.3. Any form of association by the Applicant with ineligible entities either during this pre-qualification process or subsequent bidding process may be liable for rejection.
- 4.2 For the purpose of applying the eligibility criteria listed in this article 4, "Applicant" would include the single entity involved or intended to be involved with this pre-qualification process for any part of the prospective contract(s) including related services.
- 4.3 This pre-qualification exercise is open to only Indian Applicants. An Applicant shall be deemed to be Indian if the Applicant is constituted, incorporated or registered in, and operates in accordance with the provisions of the laws of India, as evidenced by its articles of incorporation and its registration documents, as the case may be.
- 4.4 An Applicant that has been debarred/ sanctioned by the Bank in pursuance of ITA 3.1, including debarment/ sanction by any government procuring entity/ corporation or Multilateral Development Agencies (MDA) in accordance with extant rules and procedures, shall be ineligible to be prequalified, during such period of time as the Bank/ sanctioning authority shall have determined.
- 4.5 The list of debarred firms and individuals by certain leading MDAs is available as specified in the **DS**. This may not be an exhaustive list of debarred entities but those which are made available centrally on the respective MDA's website. Additionally, there could be lists of debarred entities issued by various government departments/ procuring entities/ corporations and maintained offline.
- 4.6 An Applicant shall furnish such evidence of eligibility satisfactory to the Bank, as the Bank shall reasonably request.

#### **B. Composition of the Application Document**

##### **5. Contents of this**

- 5.1 This Application Document consists of the Parts indicated below,

<b>Document</b>	<p>and which should be read in conjunction with any Corrigendum issued in accordance with ITA 7.</p> <ul style="list-style-type: none"><li>• Part I. Scope of Supplies</li><li>• Part II. Instructions to Applicants (ITA)</li><li>• Part III. Data Sheet (DS) to ITA</li><li>• Part IV. Pre-qualification Criteria and Requirements</li><li>• Part V. Forms</li><li>• Part VI. Questionnaire for Applicants</li></ul>
	<p>5.2 Unless obtained directly from the Bank, the Bank shall not be responsible for the completeness of the document, responses to requests for clarification, or Addenda to the Application Document in accordance with ITA 7. In case of any discrepancies, documents issued directly by the Bank shall prevail.</p> <p>5.3 An Applicant is expected to study all instructions, and forms in the Application Document and to furnish with its Application all information or documentation as is required by the Application Document.</p>
<b>6. Clarifications</b>	<p>6.1 A prospective Applicant requiring any clarification of the Application Document shall contact the Bank in writing at the Bank's address indicated in the <b>DS</b>. The Bank will respond in writing to any request for clarification provided that such request is received no later than fourteen (14) days prior to the deadline for submission of the applications. The Bank's response, which shall be put up on its website, shall include a description of the inquiry (without identifying its source) and corresponding clarification. As a result of a clarification the Bank may, if necessary, amend the Application Document in accordance with the provisions of ITA 7.</p> <p>6.2 Any modification to the Application Document that may become necessary as a result of the clarifications to the queries shall be made by the Bank exclusively through the use of a Corrigendum pursuant to ITA 7.</p>
<b>7. Corrigendum of Application Document</b>	<p>7.1 At any time prior to the deadline for submission of Applications, the Bank may amend the Application Document by issuing a Corrigendum.</p> <p>7.2 Any Corrigendum or Addenda issued shall be deemed to be part of the Application Document and shall be published on the Bank's website.</p> <p>7.3 Post Corrigendum, in order to allow sufficient time to the prospective Applicants in preparing their Applications, or for other good reason, the Bank may, at its discretion, extend the deadline</p>

for the submission of Applications in accordance with ITA 16.2.

### C. Preparation, Submission and Opening of Applications

- |                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|----------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>8. Cost towards Application</b>                             | 8.1 The Applicant shall bear all costs associated with the preparation and submission of its Application. The Bank will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the pre-qualification process.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>9. Language</b>                                             | 9.1 The Application documentation and printed literature that are part of the Application, if in another language, shall be accompanied by an accurate translation of the relevant passages in English language, which shall be the governing language.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>10. Documents constituting the Application</b>              | 10.1 The Application shall comprise the following: <ul style="list-style-type: none"> <li>(a) Application Submission Form, in accordance with ITA 11.1;</li> <li>(b) documentary evidence establishing the Applicant's eligibility, in accordance with ITA 12.1;</li> <li>(c) documentary evidence establishing the Applicant's qualifications, in accordance with ITA 13; and</li> <li>(d) any other document required as specified in the <b>DS</b>.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                    |
| <b>11. Application Submission Form</b>                         | 11.1 The Applicant shall complete an Application Submission Form as provided in Part V (Forms). This Form must be completed without any alteration to its format.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>12. Documents Evidencing the Applicant's Eligibility</b>    | 12.1 To establish its eligibility in accordance with ITA 4, the Applicant shall complete the eligibility declarations in the Application Submission Form and Form A.1.1 included in Part V (Forms).                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>13. Documents Evidencing the Applicant's Qualifications</b> | <p>13.1 To establish its qualifications in accordance with Part IV, Pre-qualification Criteria and Requirements, the Applicant shall provide the information requested in the corresponding Forms included in Part V.</p> <p>13.2 If an applicant does not manufacture or produce the goods it offers to supply, it shall submit the Manufacturer's Authorization using the form included in Part V as specified in the <b>DS</b>.</p> <p>13.3 Wherever a monetary amount is to be stated, Applicants should indicate the USD equivalent using the rate of exchange determined as follows:</p> <p style="padding-left: 40px;">Value of single contract - Exchange rate prevailing on the date of the contract shall be used.</p> <p style="padding-left: 40px;">Exchange rates shall be taken from the publicly available source</p> |

identified in the **DS**. Any error in determining the exchange rates in the Application may be corrected by the Bank during evaluation.

For data related to financial statements, the amounts shall be mentioned in Indian Rupees (INR).

**14. Authorized Signatory and Number of Copies**

- 14.1 The Applicant shall prepare one original of the documents comprising the Application as described in ITA 10 and clearly mark it "ORIGINAL". The original of the Application shall be typed or written in indelible ink and shall be signed by a person duly authorized to sign on behalf of the Applicant.
- 14.2 Copies of the signed original Application, in the number specified in the **DS**, and clearly marked as "COPY" shall be submitted by the Applicant. The original shall govern in case of any discrepancy between the original and the copies.

**15. Preparing the Application Envelope**

- 15.1 The Applicant shall enclose the original and the copies of the Application in a sealed envelope that shall:
- (a) be addressed to the Bank, as per ITA 16.1;
  - (b) mention the name and address of the Applicant; and
  - (c) mention the specific identification of this pre-qualification process indicated in the **DS** ITA 2.1.
- 15.2 The Bank will accept no responsibility for not processing any envelope that was not prepared as required in ITA 15.1 above.

**16. Application Submission Deadline**

- 16.1 Applicants may either submit their Applications by mail or by hand. Applications submitted electronically shall not be admissible. Applications shall be received by the Bank at the address and no later than the deadline indicated in the **DS**.
- 16.2 The Bank may, at its discretion, extend the deadline for the submission of Applications by amending the Application Document in accordance with ITA 7.

**17. Late Applications**

- 17.1 Applications received after the deadline for submission of applications shall not be admissible, and if received, shall be returned unopened to the Applicant.

**18. Opening of Applications**

- 18.1 The Bank shall open all Applications at the date, time and place specified in the **DS**. Applicants' representatives may be present during opening.

**D. Procedures for Evaluation of Applications**

**19. Evaluation to be**

- 19.1 Information relating to the Applications, their evaluation and

**Confidential**

result shall be confidential and will not be disclosed to Applicants or any other person(s) not officially concerned with the pre-qualification process until the official notification of pre-qualification results is made in accordance with ITA 25.

19.2 From the deadline for submission of Applications to the time of notification of the results of the pre-qualification in accordance with ITA 25, any Applicant who wishes to contact the Bank on any matter related to the pre-qualification process (except as specified in 20.1 below), may do so only in writing. Canvassing in any form will be grounds for disqualification.

**20. Clarifications during Evaluation**

20.1 During the evaluation of Applications, in case of ambiguity, the Bank may, at its discretion, ask an Applicant for a clarification of its Application, to be submitted within a stated reasonable period of time. Any request for clarification from the Bank and all clarifications from the Applicant shall be in writing.

20.2 If an Applicant does not provide (within the time allowed) clarifications and/or documents requested as per the Bank's request for clarification, its Application shall be evaluated based on the information and documents available at the time of evaluation of the Application.

**21. Determination of Responsiveness of Applications**

21.1 The Bank may reject any Application which is not responsive to the requirements of the Application Document.

**E. Evaluation of Applications and Pre-qualification of Applicants**

**22. Evaluation of Applications**

22.1 The Bank shall use the criteria and requirements defined in Part IV, Pre-qualification Criteria and Requirements, to evaluate the qualifications of the Applicants, and no other methods, criteria, or requirements shall be used. The Bank reserves the right to waive minor deviations from the pre-qualification criteria if they do not materially affect the technical capability and financial resources of an Applicant to perform the contract.

22.2 The qualification and experience of sub-contractors(s), if any, proposed by the Applicant will not be considered for evaluation of the Applicant.

22.3 Only the qualifications of the Applicant shall be considered. In particular, the qualifications of a parent or other affiliated company shall not be considered.

**23. Bank's Right to**

23.1 The Bank reserves the right to accept or reject any Application, and

<b>Accept or Reject Applications</b>		to annul the pre-qualification process and reject all Applications at any time, without thereby incurring any liability to the Applicants.
<b>24. Pre-qualification of Applicants</b>	24.1	All Applicants whose Applications substantially meet or exceed the specified qualification requirements will be pre-qualified by the Bank.
<b>25. Notification of Pre-qualification</b>	25.1	The Bank shall notify the result of the pre-qualification process through letters/emails to all the applicants.
	25.2	Applicants that have not been pre-qualified may write to the Bank no later than 15 calendar days after the date of publication of the result of pre-qualification, to request the grounds on which they were not pre-qualified.
<b>26. Subsequent Invitation for Bids</b>	26.1	The Bank shall forward the list of pre-qualified firms to the Borrower for subsequent invitation of proposals.



Part III. Data Sheet (DS) to ITA	
<b>A. General</b>	
<b>ITA 2.1</b>	<p>The identification of the Invitation for Pre-qualification (IFP) is:  <b>GOILOC-144[1]/EBID/SUPPLY-01</b></p> <p>The Bank is:  Export-Import Bank of India  Maker Chamber IV, 8th Floor,  222 Nariman Point,  Mumbai-400 021  Email: <a href="mailto:eximloc@eximbankindia.in">eximloc@eximbankindia.in</a>  Website: <a href="http://www.eximbankindia.in">www.eximbankindia.in</a></p>
<b>ITA 4.5</b>	<p>A list of debarred firms and individuals by:  the World Bank is available on the website:  <a href="http://www.worldbank.org/debarr">http://www.worldbank.org/debarr</a></p> <p>The Asian Development Bank is available on the website:  <a href="http://lnadbg4.adb.org/oga0009p.nsf/sancALLPublic?OpenView&amp;count=999">http://lnadbg4.adb.org/oga0009p.nsf/sancALLPublic?OpenView&amp;count=999</a></p> <p>the African Development Bank is available on the website:  <a href="http://www.afdb.org/en/projects-and-operations/procurement/debarment-and-sanctions-procedures/">http://www.afdb.org/en/projects-and-operations/procurement/debarment-and-sanctions-procedures/</a></p> <p>the European Bank for Reconstruction and Development is available on the website: <a href="http://www.ebrd.com/pages/about/integrity/list.shtml">http://www.ebrd.com/pages/about/integrity/list.shtml</a></p> <p>the Inter-American Development Bank is available on the website:  <a href="http://www.iadb.org/en/topics/transparency/integrity-at-the-idb-group/sanctioned-firms-and-individuals,1293.html">http://www.iadb.org/en/topics/transparency/integrity-at-the-idb-group/sanctioned-firms-and-individuals,1293.html</a></p>

<b>B. Contents of the Application Document</b>	
<b>ITA 6.1</b>	<p>For <b>clarification purposes</b>, the Bank's address is:</p> <p>Ms. Meghana Joglekar Deputy General Manager Lines of Credit Group Export-Import Bank of India Maker Chamber IV, 8th Floor, 222 Nariman Point, Mumbai-400 021 Email: <a href="mailto:eximloc@eximbankindia.in">eximloc@eximbankindia.in</a></p>
<b>C. Preparation, Submission &amp; Opening of Applications</b>	
<b>ITA 10.1 (d)</b>	<p>The Applicant shall submit with its application, the following additional documents as attachment to the Application Submission Form:</p> <p>The Applicant shall submit a copy (self-attested on all pages) of Power of Attorney in favour of the person who has been authorized, through an appropriate Company Board Resolution or equivalent document, to sign on behalf of the Applicant. Copy (self-attested) of such relevant company Board Resolution or equivalent document should also be attached.</p>
<b>ITA 13.2</b>	<p>Manufacturer's authorization is <b>required</b> using the format Form E.1.1 included in Part V of this Application Document.</p>
<b>ITA 13.3</b>	<p>The source for determining exchange rates is: For conversion of foreign currency / Indian rupees (INR) to US Dollar, the Applicants shall use the Reference Rates of Foreign Currency published by Reserve Bank of India (<a href="http://www.rbi.org.in">www.rbi.org.in</a>)</p> <p>In case a particular currency rate is not published by Reserve Bank of India, then the selling rate of such currency shall be taken from the following website: <a href="http://www.oanda.com">http://www.oanda.com</a></p>
<b>ITA 14.2</b>	<p>In addition to the original, the number of copies to be submitted with the Application is: <b>One (1)</b></p> <p>Additionally one (1) copy in digital – in USB flash/ pen drive shall also be submitted.</p> <p>The pre-qualification application document shall be submitted in spiral or hard bound form only and not as loose sheets in plastic folders. All the pages shall be machine numbered and a table of contents shall be included in the beginning of each volume of documents referring the page numbers of the indexed items.</p>
<b>ITA 16.1</b>	<p><b>The deadline for Application submission is:</b></p>

	<p><b>Date: September 26, 2016</b></p> <p><b>Time: 1800 hrs</b></p> <p>For <b>application submission purposes only</b>, the Bank's address is:</p> <p>Bank's address is the same as that indicated in 2.1</p> <p><i>Attention: <b>Ms. Meghana Joglekar, Deputy General Manager</b></i></p>
<b>ITA 18.1</b>	<p>The opening of the Applications shall be at the Bank's address as that indicated in 2.1</p> <p><b>Date: September 27, 2016</b></p> <p><b>Time:14:00 hrs</b></p>

## **Part IV. Pre-qualification Criteria and Requirements**

This Part contains all the criteria, requirements and procedures that the Bank shall use to evaluate Applications. The information to be provided in relation to each requirement and the definitions of the corresponding terms can be referred to in the respective Forms.

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## A. General

<b>A.1 Nationality</b>	
<b>Requirement:</b>	The Applicant's Nationality shall be in accordance with ITA 4.3
<b>Documentation to be submitted</b>	Form A1.1
<b>Attachments to be submitted</b>	Articles of Incorporation and documents of registration of the Applicant in accordance with ITA 4.3

<b>A.2. Eligibility</b>	
<b>Requirement:</b>	The Applicant shall not be under declaration as ineligible, as described in ITA 4.4
<b>Documentation to be submitted:</b>	Application Submission Form
<b>Attachments</b>	<ul style="list-style-type: none"> <li>➤ The Applicant shall submit a copy (self-attested on all pages) of Power of Attorney in favour of the person who has been authorized, through an appropriate Company Board Resolution or equivalent document, to sign on behalf of the Applicant. A copy (self-attested) of such relevant company Board Resolution or equivalent document should also be attached.</li> <li>➤ Permanent Account Number (PAN): Self attested copy</li> <li>➤ TIN/ Service Tax Registration details, as applicable: Self attested copy</li> </ul>

**B. Past Contract Performance and Litigation**

<b>B.1 Past Contract Non-performance</b>	
Requirement:	There shall be no instance of contract <sup>1</sup> non-performance as a result of Applicant's default since <b>1<sup>st</sup> April 2011</b> .
Documentation to be submitted:	Form B.1.1
Attachments to be submitted:	Documents establishing details included in Form B.1.1

<b>B.2 Pending Contract Litigation</b>	
Requirement:	Applicant shall have a positive net worth determined as per the financial statements for the financial year (FY 2014-15) and the contractual litigation value as considered below net of provision made in the latest audited financial statements: Litigation value shall be deemed to be 25% of the aggregate value of pending litigation across all contracts
Documentation to be submitted:	Form B.2.1
Attachments to be submitted:	Documents establishing details included in Form B.2.1

<b>B.3 Contract Litigation History</b>	
Requirement:	There shall be no consistent history of court/ arbitration award decisions related to contractual litigation against the Applicant <sup>2</sup> since <b>1<sup>st</sup> April 2011</b>
Documentation to be submitted:	Form B.3.1
Attachments to be submitted:	Documents establishing details included in Form B.3.1

<sup>1</sup> Contract non-performance must be based on all information on fully settled disputes or litigation, i.e. dispute or litigation that has been resolved in instances accordance with the dispute resolution mechanism under the respective contract and where all appeal available to the applicant have been exhausted.

<sup>2</sup> The Applicant shall provide accurate information on the related Application Form about any litigation or arbitration resulting from contracts completed or ongoing under its execution over the last five years. A consistent history of awards against the Applicant may result in failure of the application.

## C. Financial Status and Capacity

C.1 Financial Status													
Requirement:	<p>(i) The audited balance sheets and profit &amp; loss account/ annual report for the last 3 years (FY 2012-13 to FY 2014-15) shall be submitted and must demonstrate the current soundness of the Applicant's financial position and indicate its prospective long-term profitability in terms of:</p> <p>a. Positive net worth; and</p> <p>b. Average Annual Revenue<sup>3</sup> for the last three financial years defined above be not less than as under</p> <table border="1" data-bbox="724 712 1382 969"> <thead> <tr> <th>Batch</th><th>Revenue (USD)</th></tr> </thead> <tbody> <tr> <td>I</td><td>3.25 mn</td></tr> <tr> <td>II</td><td>1.30 mn</td></tr> <tr> <td>III</td><td>2.87 mn</td></tr> <tr> <td>IV</td><td>3.43 mn</td></tr> <tr> <td>V</td><td>2.33 mn</td></tr> </tbody> </table> <p>Applicants may submit their financial statements for FY ending 31<sup>st</sup> March 2016, if feasible. However, assessment of the application shall be carried out on the basis of three Financial Years ending 31<sup>st</sup> March 2015 unless consideration of FY16 statements become critical to the prequalification of the applicant.</p>	Batch	Revenue (USD)	I	3.25 mn	II	1.30 mn	III	2.87 mn	IV	3.43 mn	V	2.33 mn
Batch	Revenue (USD)												
I	3.25 mn												
II	1.30 mn												
III	2.87 mn												
IV	3.43 mn												
V	2.33 mn												
Documentation to be submitted:	Form C.1.1 and Form C.2.1 both certified by the statutory auditor of the Applicant												
Attachments to be submitted:	<p>The Applicant shall provide copies of audited financial statements for <b>three</b> years (FY 2012-13 to FY 2014-15). The financial statements shall:</p> <p>a) reflect the financial situation of the Applicant and not an affiliated entity (such as parent company or group member).</p> <p>b) be independently audited and certified by the statutory Auditor/ Chartered Accountant in accordance with applicable legislation.</p> <p>c) be complete, including all notes to the financial statements.</p> <p>d) correspond to accounting periods already completed and audited.</p>												

<sup>3</sup> Values shall be considered at FY15-16 level. INR Values for previous years shall be compounded @8% per year to bring to the level FY15-16

	Supporting documents for additional financial means for likely future commitments
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**D. Experience**

<b>D.1 General Experience</b>	
Requirement:	Experience of executing orders for supply of medical equipment, in India during the last 3 financial years, starting FY 2012-13 to FY 2014-15.
Documentation to be submitted:	Form D.1.1 (to be prepared separately for experience in India and outside India)
Attachments to be submitted:	Final Acceptance Certificate issued by the purchaser for each contract listed in Form D.1.1

<b>D.2 Specific Experience</b>	<b>Refer Part I: Scope of Supplies</b>
Requirement:	<p><b><u>Batch –I</u></b></p> <ul style="list-style-type: none"> <li>At least one (1) contract of value not less than USD 1.73 million for supply of Scanners and MRI including training of the technicians for handling and maintenance in last 3 years.</li> <li>To be manufacturer, dealer or authorized distributor of the manufacturer with proven experience of supplies to Africa.</li> <li>Testimonials on past similar supplies and satisfactory performance in last 3 years.</li> </ul> <p><b><u>Batch –II to Batch –V</u></b></p> <ul style="list-style-type: none"> <li>At least one (1) contract of value not less than USD 0.69 million; USD 1.53 million; USD 1.83 million; USD 1.24 million relating to the supply of similar equipment as specified for Batches II to V respectively including training of the technicians for handling and maintenance in last 3 years.</li> <li>To be manufacturer, dealer or authorized distributor of the manufacturer for each Batch in Part I-B with proven experience of supplies to Africa.</li> <li>Testimonials on past similar supplies and satisfactory performance in last 3 years.</li> </ul>
Documentation to be submitted:	Form D.2.1



Attachments to be submitted:	Final Acceptance/ Completion Certificate/ Testimonial issued by the purchaser for each contract listed in Form D.2.1
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**E. Manufacturer's Authorization**

<b>E.1 Manufacturer's Authorization</b>	
Requirement:	If an applicant does not manufacture or produce the goods it offers to supply, it shall submit the Manufacturer's Authorization
Documentation to be submitted:	Form E.1.1

**NOTE:****The Evaluation Criteria for Pre- Qualification of Applicants**

<b>Sr. No.</b>	<b>Description</b>	<b>Remarks</b>
A.	General	Evaluation on Pass/ Fail basis
B.	Past Contract Performance and Litigation	Evaluation on Pass/ Fail basis
C.	Financial Status and Capacity	Evaluation on Pass/ Fail basis
D.	Experience	Evaluation on Pass/ Fail basis
E.	Manufacturer's Authorization	Evaluation on Pass/ Fail basis

# Part V. Forms

## Table of Forms

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## Application Submission Form

Date: *[insert day, month, and year]*

IFP No. and title: *[insert IFP number and title]*

To: *[insert full name of Bank]*

We, the undersigned, apply to be pre-qualified for the referenced IFP and declare that:

- (a) We have examined and have no reservations to the Application Document, including Corrigendum No(s)., issued in accordance with Instructions to Applicants (ITA) 7: *[insert the number and issuing date of each corrigendum]*.
- (b) We meet the eligibility requirements as stated in ITA 4.1, we have not been currently debarred/sanctioned in accordance with ITA 4.4;
- (c) We understand that you may cancel the pre-qualification process at any time and that you are neither bound to accept any Application that you may receive nor to invite the pre-qualified Applicants to bid for subsequent contract(s) subject to this pre-qualification process, without incurring any liability to the Applicants, in accordance with ITA 23.1.
- (d) All information, statements and description contained in the Application are in all respect true, correct and complete to the best of our knowledge and belief. We understand that misrepresentation of facts in our Application and contravention to ITA 3, inter alia, may lead to rejection of our Application/ cancellation of pre-qualification.

Signed *[insert signature(s) of an authorized representative(s) of the Applicant]*

Name *[insert full name of person(s) signing the Application]*

In the capacity of *[insert capacity of person(s) signing the Application]*

Address *[insert street number/town or city/country address]*

Dated on *[insert day number]* day of *[insert month]*, *[insert year]*

## Form A.1.1

### Applicant Information Form

Date: *[insert day, month, year]*

IFP No. and title: *[insert IFP number and title]*

Page *[insert page number]* of *[insert total number]* pages

Applicant's name <i>[insert full name]</i>
Applicant's country* of registration: <i>[indicate country of Constitution]</i>
Applicant's actual year of incorporation: <i>[indicate year of Constitution]</i>
Applicant's legal address [registered in India]: <i>[insert street/ number/ town or city/ country]</i>
Applicant's authorized representative information Name: <i>[insert full name]</i> Address: <i>[insert street/ number/ town or city/ country]</i> Telephone/Fax numbers: <i>[insert telephone/fax numbers, including country and city codes]</i> E-mail address: <i>[indicate e-mail address]</i>
1. Attached are copies of original documents of <input type="checkbox"/> Articles of Incorporation (or equivalent documents of constitution or association), and/or documents of registration of the legal entity named above, in accordance with ITA 4.3.  2. Included are the organizational chart, a list of Board of Directors with their complete designation in case of nominee directors, and the beneficial ownership with respective shareholding and nationality of shareholders.

\* Note: Applicant's attention is drawn to ITA 4.1 pursuant to which this pre-qualification process is open to only Indian firms.

**Form B.1.1/ B.2.1/ B.3.1****Past Contract Non-Performance, Pending Litigation and  
Litigation History**Applicant's Name: *[insert full name]*Date: *[insert day, month, year]*IFP No. and title: *[insert IFP number and title]*Page *[insert page number]* of *[insert total number]* pages

<b>Form B.1.1</b> Non-Performed Contracts in accordance with Part IV, Pre-qualification Criteria and Requirements			
<input type="checkbox"/> Contract non-performance did not occur since 1 <sup>st</sup> April 2011 specified in Part IV, Pre-qualification Criteria and Requirements, Sub-Factor B.1.			
<input type="checkbox"/> Contract(s) not performed since 1 <sup>st</sup> April 2011 specified in Part IV, Pre-qualification Criteria and Requirements, requirement B.1			
Year	Non- performed portion of contract	Contract Identification	Total Contract Amount (current value, currency, exchange rate and US\$ equivalent)
<i>[insert year]</i>	<i>[insert amount and percentage]</i>	Contract Identification: <i>[indicate complete contract name/ number, and any other identification]</i>  Name of Purchaser: <i>[insert full name]</i>  Address of Purchaser: <i>[insert street/city/country]</i>  Reason(s) for non-performance: <i>[indicate main reason(s)]</i>	<i>[insert amount]</i>

Form B.2.1				
Pending Litigation, in accordance with Part IV, Pre-qualification Criteria and Requirements				
<input type="checkbox"/> No pending litigation in accordance with Part IV, Pre-qualification Criteria and Requirements, Sub-Factor B.2				
<input type="checkbox"/> Pending litigation in accordance with Part IV, Pre-qualification Criteria and Requirements, Sub-Factor B.2 as indicated below.				
Year of dispute	Amount in dispute (currency)	Contract Identification	Total Contract Amount (currency), USD Equivalent (exchange rate)	Amount of specific provision already made, if any
<i>[insert year]</i>	<i>[insert amount]</i>	Contract Identification: <i>[indicate complete contract name, number, and any other identification]</i>  Name of Purchaser: <i>[insert full name]</i>  Address of Purchaser: <i>[insert street/city/country]</i>  Matter in dispute: <i>[indicate main issues in dispute]</i>  Party who initiated the dispute: <i>[indicate "Purchaser" or "Supplier"]</i>  Status of dispute: <i>[Indicate if it is being treated by the Adjudicator, under Arbitration or being dealt with by the Judiciary]</i>	<i>[insert amount]</i>	<i>[insert amount in USD equivalent and specify exchange rate]</i>

Form B.3.1			
Litigation History, in accordance with Part IV, Pre-qualification Criteria and Requirements			
<input type="checkbox"/> No litigation in accordance with Part IV, Pre-qualification Criteria and Requirements, Sub-Factor B.3. <input type="checkbox"/> Litigation Awards in accordance with Part IV, Pre-qualification Criteria and Requirements, Sub-Factor B.3 as indicated below.			
Year of award	Outcome as percentage of Net Worth	Contract Identification	Total Contract Amount (currency), USD Equivalent (exchange rate)
<i>[insert year]</i>	<i>[insert percentage]</i>	Contract Identification: <i>[indicate complete contract name, number, and any other identification]</i>  Name of Purchaser: <i>[insert full name]</i>  Address of Purchaser: <i>[insert street/city/country]</i>  Matter in dispute: <i>[indicate main issues in dispute]</i>  Party who initiated the dispute: <i>[indicate "Purchaser" or "Supplier"]</i>  Result of dispute: <i>[Indicate if resolution was treated by the Adjudicator, under Arbitration or dealt with by the Judiciary and whether resolved in favour or against the Applicant]</i>	<i>[insert amount]</i>

## Form C.1.1

### Financial Status and Capacity

Applicant's Name: *[insert full name]*Date: *[insert day, month, year]*IFP No. and title: *[insert IFP number and title]*Page *[insert page number]* of *[insert total number]* pages**1. Financial data**

Type of Financial information in (currency)	Historic information for previous <i>[insert number]</i> years, <i>[insert in words]</i> (amount in Indian Rupees)				
	Year 1	Year 2	Year 3	Year4	Year 5
Statement of Financial Position (Information from Balance Sheet)					
Total Assets (TA)					
Total Liabilities (TL)					
Total Equity					
Current Assets (CA)					
Current Liabilities (CL)					
Working Capital (WC)					
Net Worth (NW)					
Information from Income Statement					
Total Revenue (TR)					
Profits Before Taxes (PBT)					



## 2. Financial documents

The Applicant shall provide copies of audited financial statements for last three years [FY 2012-13 to FY 2014-15] pursuant Part IV, Prequalification Criteria and Requirements, Sub-factor C.1. The financial statements shall:

- (a) reflect the financial situation of the Applicant and not an affiliated entity (such as parent company or group member).
- (b) be independently audited or certified in accordance with local legislation.
- (c) be complete, including all notes to the financial statements.
- (d) correspond to accounting periods already completed and audited.

☐ Attached are copies of financial statements for the **three** years required above; and complying with the requirements

## Form C.2.1

### Average Annual Turnover

Applicant's Name: *[insert full name]*Date: *[insert day, month, year]*IFP No. and title: *[insert IFP number and title]*Page *[insert page number]* of *[insert total number]* pages

Year	Amount (INR)			Exchange rate*	USD equivalent
	Contracts in India	Overseas Contracts	Total Turnover		
2010-2011					
2011-2012					
2012-2013					
2013-2014					
2014-2015					
	Total: Average:	Total: Average:	Total: Average:		Average Annual Turnover **

\* Refer ITA 13 for source of exchange rate. Exchange rate prevalent on 31<sup>st</sup> March shall be used to calculate turnover for respective financial year

\*\* Total USD equivalent for 3 years divided by 3 (three).

## Form D.1.1

### General Experience

Applicant's Name: *[insert full name]*Date: *[insert day, month, year]*IFP No. and title: *[insert IFP number and title]*Page *[insert page number]* of *[insert total number]* pages

*[Identify contracts that demonstrate execution of contracts for supply of medical equipment over the past 3 years pursuant to Part IV, Pre-qualification Criteria and Requirements, Sub-Factor D.1. List contracts chronologically, according to their commencement (starting) dates and attach Final Acceptance Certificates, where applicable.]*

#### 1. Experience within India

Contract Identification	Start Date	Initial Contractual End Date	Actual Completion Date and Reasons for delay, if any
Contract Title: <i>[insert full name]</i> Brief Description of the supplies by the Applicant: Amount of contract: <i>[insert amount in currency, mention currency used, exchange rate and US\$ equivalent*]</i> Name of Purchaser: <i>[indicate full name]</i> Address: <i>[indicate street/number/town or city/country]</i>	<i>[indicate date as dd/mmm/yyyy]</i>	<i>[indicate date as dd/mmm/yyyy]</i>	

\* Refer ITA 13 for date and source of exchange rate

Final Acceptance Certificate to be attached for each contract

**2. Experience outside India**

<b>Contract Identification</b>	<b>Country of Supply</b>	<b>Start Date</b>	<b>Initial Contractual End Date</b>	<b>Actual Completion Date and Reasons for delay, if any</b>
Contract Title: <i>[insert full name]</i> Brief Description of the supplies by the Applicant:  Amount of contract: <i>[insert amount in currency, mention currency used, exchange rate and US\$ equivalent*]</i>  Name of Purchaser: <i>[indicate full name]</i>  Address: <i>[indicate street/number/town or city/country]</i>		<i>[indicate date as dd/mmm/yyyy]</i>	<i>[indicate date as dd/mmm/yyyy]</i>	<i>[indicate date as dd/mmm/yyyy]</i>

\* Refer ITA 13 for date and source of exchange rate.

Final Acceptance Certificate to be attached for each contract

## Form D.2.1

### Specific Supply Experience

*[The following table shall be filled in for contracts performed by the Applicant]*

Applicant's Name: *[insert full name]*

Date: *[insert day, month, year]*

IFP No. and title: *[insert IFP number and title]*

Page *[insert page number]* of *[insert total number]* pages

#### Information

Similar Contract No.	<i>[insert number] of [insert number of similar contracts required]</i>	
Contract Identification	<i>[insert contract name and number, if applicable]</i>	
Contract date	<i>[dd/mmm/yyyy]</i>	
Completion date	<i>Contractual: [dd/mmm/yyyy]</i>	<i>Actual: [dd/mmm/yyyy]</i>
Total Contract Amount	<i>[insert total contract amount in contract currency]</i>	US\$ <i>[insert Exchange rate and total contract amount in US\$ equivalent]*</i>
Purchaser Details	Purchaser's Name: Address: Telephone, fax number, E-mail:	
Brief Scope of the Supplies as per Contract		

\* Refer ITA 13 for date and source of exchange rate.

## Form E.1.1

### Manufacturer's Authorization

*[The Applicant shall require the Manufacturer to fill in this Form in accordance with the instructions indicated. This letter of authorization should be on the letterhead of the Manufacturer and should be signed by a person with the proper authority to sign documents that are binding on the Manufacturer. The Applicant shall include in its Application, if so indicated in the ITA DS]*

Date: *[insert day, month, year]*

IFP No. and title: *[insert IFP number and title]*

Page *[insert page number]* of *[insert total number]* pages

To: *[to be addressed to the Bank]*

#### WHEREAS

We *[insert complete name of Manufacturer]*, who are official manufacturer of *[insert type of goods manufactured]*, having factories at *[insert full address of manufacturer's factories]*, do hereby authorize *[insert complete name of Applicant]* to submit a bid, the purpose of which is to provide the following Goods, manufactured by us *[insert name or brief description of the Goods]*, and to subsequently negotiate and sign the Contract.

We hereby extend our full guarantee and warranty with respect to the Goods offered by the above firm.

Signed: *[insert signature(s) of authorized representative(s) of the Manufacturer]*

Name: *[insert complete name(s) of authorized representative(s) of the Manufacturer]*

Title: *[insert Title]*

Dated on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ *[insert date of signing]*

## Part VI. Questionnaire for Applicants

Name of Applicant:

IFP No.: [insert IFP No.]

<b><u>Eligibility, Confirmation and Other Important Information</u></b>	<b><u>Response</u></b>
1. Is your firm empanelled or prequalified for similar contracts.  If yes, please provide details of Client, Country and Scope of Supply. Attach additional sheets, if needed.	Confirm:  Yes___/No _____
2. Export-Import Bank of India (Bank) requires that Applicants and their affiliates observe the highest standard of ethics during the selection and execution of contracts. In this context, any action taken by an Applicant or its affiliate to influence the pre-qualification process for undue advantage is improper.  Confirm that Applicant, if applicable, has not engaged in any unethical practices in competing for this pre-qualification.	Confirm:  Yes___/No _____
3. Confirm that no official of the Bank has received or will be offered by your firm/organization or agents, any direct or indirect benefit arising from this pre-qualification or any resulting contracts.	Confirm:  Yes___/No _____
4. Has your firm been suspended or debarred by any Multilateral Agency, or any government, or a UN agency? If Yes, provide details, including date of reinstatement, if applicable. Attach additional sheets, if needed.	Yes___/No_____
5. Has your firm/organization ever filed or petitioned for bankruptcy? (If Yes, furnish details of the case including filing date and current status.). Attach additional sheets, if needed.	Yes___/No ____
6. Has your firm been penalized for delay in contractual performance since 1 <sup>st</sup> April 2011 to Application submission deadline. If yes, please provide details in a separate sheet, as necessary.	Yes___/No_____
7. Has there been a termination of your firm's services for non-performance on a contract in the last 5 years? If Yes, please describe in detail in a separate sheet, as necessary.	Yes___/No_____
8. Please confirm that you agree to the provisions of the Government of India guidelines dated 7 <sup>th</sup> December 2015 on IDEAS Lines of Credit	Confirm:  Yes___/ No ____

**Certificate of eligibility and authority to sign Pre-qualification application**

I, *[Name of Authorized Signatory]*, certify that I am *[Title]* and Authorized Signatory of *[Name of Applicant]*. By signing the Application Submission Form under IFP No *[insert IFP No.]* and on behalf of *[Name of Applicant]* I also certify that all information stated here and in the Application Document is accurate and true and that signing the Application Submission Form is within the scope of my powers as *[Title]* and Authorized Signatory.

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*(Signature)*

*[Name of Authorized Signatory]*  
*[Title]* and Authorized Signatory

Date: