

LIST OF RETURNABLE DOCUMENTS (Checklist for Bidders)

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| Project title: | Appointment of a Firm of Auditors to provide External Audit and Assurance Services for a Period of Three (03) Years (renewable annually). |
| Tender no: | SENT/010/2023-24 |

1. THE TENDERER MUST COMPLETE THE FOLLOWING RETURNABLE DOCUMENTS:

(Tenderers may use the "Returnable document" column to confirm documents have been completed and returned by inserting a tick)

Tenderers must ensure that they complete and return all the below mentioned mandatory documents.

Tenderers that do not return and complete ALL the documents may be considered non-responsive.

| Tender Document Name: | Document Returned Yes | Document Returned No | Document Returned N/A |
|--|------------------------------|-----------------------------|------------------------------|
| Envelope 1 Technical Proposal | | | |
| Cover Page (Envelope 1 – Technical Proposal) | | | |
| List of returnable documents (Envelope 1 – Technical Proposal) | | | |
| SBD 1 Notice and invitation (Envelope 1 – Technical Proposal) | | | |
| Completed & Signed Tender Data (Envelope 1 – Technical Proposal) | | | |
| Bidder's response to tender specifications. (Proof of Compliance - Envelope 1 – Technical Proposal) | | | |
| Valid and original TAX clearance certificate (Envelope 1 – Technical Proposal) | | | |
| Completed & Signed Service Level Agreement (Envelope 1 – Technical Proposal) | | | |
| SBD 2 and Application for TAX clearance certificate (Envelope 1 – Technical Proposal) | | | |
| BEE Certificate (Envelope 1 – Technical Proposal) | | | |
| Resolution of board of directors to enter into consortia or joint ventures (Envelope 1 – Technical Proposal) | | | |
| Resolution of Authority of JV (Envelope 1 – Technical Proposal) | | | |
| Resolution of Board of Director for Bid participation (Envelope 1 – Technical Proposal) | | | |
| SBD 4 Declaration of interest (Envelope 1 – Technical Proposal) | | | |
| SBD 5 National Industrial Participation Programme (Envelope 1 – Technical Proposal) | | | |
| SBD 6.1 Preference Points Claim Form (Envelope 1 – Technical Proposal) | | | |
| SBD 6 2 Local Content in terms of PPR 2017 (Envelope 1 – Technical Proposal) | | | |
| Record of addenda for Bids (Envelope 1 – Technical Proposal) | | | |
| Compulsory Enterprise Questionnaire (Envelope 1 – Technical Proposal) | | | |
| General Conditions of Contract (Envelope 1 – Technical Proposal) | | | |
| Company Registration documents (Envelope 1 – Technical Proposal) | | | |
| Company Profile (Envelope 1 – Technical Proposal) | | | |

| Tender Document Name: | Document Returned Yes | Document Returned No | Document Returned N/A |
|--|--------------------------------------|-------------------------------------|--------------------------------------|
| Envelope 2 Financial Proposal | | | |
| Completed and signed Contract Data with all pricing tables (Envelope 2- Financial Proposal) | | | |
| BEE Certificate (Envelope 2- Financial Proposal) | | | |

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| Name of Tenderer | Signature | Date |