



*KENYA INSTITUTE OF CURRICULUM DEVELOPMENT
P.O. BOX 30231- 00100
NAIROBI*

**PRE-QUALIFICATION FOR SUPPLY OF GOODS, WORKS AND SERVICES
KICD/P/2021- 2023**

PREQUALIFICATION CATEGORY APPLIED FOR: NO.
NAME OF SUPPLIER
CATEGORY APPLIED FOR
OFFICIAL COMPANY'S STAMP

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PRE-QUALIFICATION FORM FOR PROCUREMENT OF GOODS, WORKS AND SERVICES FOR THE PERIOD 1ST JULY, 2021 TO 30TH JUNE, 2023

SECTION A: INSTRUCTIONS FOR PRE-QUALIFICATION

1.1 Introduction

The **KENYA INSTITUTE OF CURRICULUM DEVELOPMENT (KICD)** is a state corporation established by KICD Act NO.4 of 2013 it is the National Curriculum with the mandate of developing curriculum and curriculum support materials for all level of education below university.

The Institute invites eligible candidates to prequalify as suppliers of goods, services and works for the period ending 30th June 2023.

Vision

“A Centre of excellence in transformative and globally competitive curricula”

Mission

“To provide quality curriculum and curriculum support materials responsive to the needs of the society”

The Institute intends to prequalify suppliers and contractors for the supply of goods, works and services for the financial years 2021 - 2023. Suppliers registered with registrar of companies under the law of Kenya in respective merchandise or services are invited to submit their pre-qualification documents to the Director, Kenya Institute of Curriculum Development so that they may be short listed. Please read through the document carefully and provide the requested information together with all supporting documents.

- 1.2** Candidates must qualify by meeting the set criteria to perform the contract of supply delivery and provision of goods, works and services to the Institute. Suppliers who are not prequalified or fail to meet the prequalifying criteria will not be allowed to participate in the Tenders/RFQs/RFPs

- 1.3** The application should be in a sealed envelope to maintain confidentiality and addressed to:

**The Director,
Kenya Institute of Curriculum Development,
P.O. Box 30231 00100,
NAIROBI.**

The envelope should be marked with the “**Prequalification Number applied for and the category description**” upon submission, and must be dropped in the Tender box **on or before 2nd February, 2021 at 10.00 a.m.**

1.4 Experience

Prospective suppliers and contractors must have carried out successful supply and delivery of similar items/services to other institutions. Potential candidates must demonstrate the willingness and commitment to meet the pre-qualification criteria.

1.5 Pre-qualification Documents

The document includes questionnaires forms and instructions for prospective suppliers. In order to be considered for pre-qualification, prospective supplier must provide requested proof and all other information requested.

- 1.6** Enquiries that may arise from the pre-qualification document should be channeled to the Procurement office-KICD, through the above address.

1.7 Invitation to Tenders/Quotation/Proposals

Bidders who score **75 points** and above will be put in the list of prequalified suppliers for the period **1st July, 2021 – 30th June, 2023** financial years and will be invited to quote for goods, works and services as and when need arises.

SECTION B: TENDER NOTICE

KENYA INSTITUTE OF CURRICULUM DEVELOPMENT

PRE-QUALIFICATION OF SUPPLIERS

Kenya Institute of Curriculum Development (KICD) is a state corporation established by KICD Act No.4 of 2013, with the mandate of developing curriculum and curriculum support material for all levels of education below university.

The Institute invites applications for pre-qualification from interested, eligible and competent suppliers for supply, provision of services and repair & maintenance services for the period **1st July 2021 to 30th June 2023**.

LIST OF KICD PROCUREMENT CATEGORIES

NO	CATEGORY NO	CATEGORY NAME	REMARKS
1.	KICD/01/P/2021-2023	SUPPLY AND DELIVERY OF VARIOUS OFFICE STATIONERY ITEMS	YOUTH, WOMEN AND PERSONS WITH DISABILITY
2.	KICD/02/P/2021 -2023	SUPPLY AND DELIVERY OF VARIOUS TONNERS	YOUTH, WOMEN AND PERSONS WITH DISABILITY
3.	KICD/03/P/2021-2023	SUPPLY AND DELIVERY OF COMPUTERS CONSUMABLES	OPEN
4.	KICD/04/P/2021-2023	SUPPLY AND DELIVERY OF BOTTLED WATER AND LEASE OF WATER DISPENSERS	OPEN
5.	KICD/05/P/2021-2023	SUPPLY AND DELIVERY OF HARDWARE/BUILDING MATERIALS	YOUTH, WOMEN AND PERSONS WITH DISABILITY
6.	KICD/06/P/2021-2023	SUPPLY AND DELIVERY OF ASSORTED ELECTRICAL ITEMS	YOUTH, WOMEN AND PERSONS WITH DISABILITY
7.	KICD/07/P/2021-2023	SUPPLY OF DETERGENT AND CLEANING MATERIALS	OPEN
8.	KICD/08/P/2021-2023	SUPPLY AND DELIVERY OF PRINTING MATERIALS AND CONSUMABLES FOR PRINTING PRESS MACHINE	YOUTH, WOMEN AND PERSONS WITH DISABILITY
9.	KICD/09/P/2021-2023	SUPPLY AND DELIVERY OF ELECTRONIC CONSUMABLES	OPEN
10.	KICD/10/P/2021-2023	SUPPLY AND DELIVERY OF BULK GAS	PETROL COMPANIES

NO	CATEGORY NO	CATEGORY NAME	REMARKS
11.	KICD/11/P/2021-2023	SUPPLY AND DELIVERY OF FRESH MEAT, POULTRY AND MEAT PRODUCTS	OPEN
12.	KICD/12/P/2021-2023	SUPPLY AND DELIVERY OF FRUITS AND FRESH FRUIT JUICES	YOUTH, WOMEN AND PERSONS WITH DISABILITY
13.	KICD/13/P/2019-2021	SUPPLY AND DELIVERY OF VEGETABLES	YOUTH, WOMEN AND PERSONS WITH DISABILITY
14.	KICD/14/P/2021-2023	SUPPLY AND DELIVERY OF CEREALS AND RESTAURANT DRY GOODS	YOUTH, WOMEN AND PERSONS WITH DISABILITY
15.	KICD/15/P/2021-2023	SUPPLY, INSTALLATION OF COMPUTER HARDWARE, SOFTWARE AND PRINTERS	OPEN
16.	KICD/16/P/2021-2023	SUPPLY AND DELIVERY OF FRESH FLOWERS	YOUTH, WOMEN AND PERSONS WITH DISABILITY
17.	KICD/17/P/2021-2023	SUPPLY, REPAIR AND MAINTENANCE OF FIRE FIGHTING EQUIPMENT	OPEN
18.	KICD/18/P/2021-2023	SUPPLY AND DELIVERY OF LIBRARY BOOKS AND MATERIALS	OPEN
19.	KICD/19/P/2021-2023	SUPPLY AND MAINTENANCE OF GYM & SPORT FACILITIES	OPEN
20.	KICD/20/P/2021-2023	SUPPLY OF OFFICE AND HOTEL EQUIPMENT	OPEN
21.	KICD/21/ P/2021-2023	SUPPLY AND DELIVERY OF OFFICE AND HOTEL FURNITURE	OPEN
22.	KICD/22/P/2021-2023	SUPPLY AND DELIVERY OF HOTEL LINEN AND BEDDINGS	OPEN
23.	KICD/23/P/2021-2023	SUPPLY AND DELIVERY OF SOFT DRINKS AND BEVERAGES	OPEN
24.	KICD/24/P/2021-2023	SUPPLY AND DELIVERY OF STAFF UNIFORM	OPEN
25.	KICD/25/P/2021-2023	PROVISION OF OFFICE CLEANING SERVICE	YOUTH, WOMEN AND PERSONS WITH DISABILITY

NO	CATEGORY NO	CATEGORY NAME	REMARKS
26.	KICD/26/P/2021-2023	PROVISION OF AIR TRAVEL AND TICKETING SERVICES	OPEN TO IATA REGISTERED ONLY
27.	KICD/27/P/2021-2023	SUPPLY, REPAIR AND MAINTENANCE OF ELECTRONIC EQUIPMENT AND SYSTEMS	OPEN
28.	KICD/28/P/2021-2023	COLLECTION KITCHEN REFUSE AND GARBAGE	YOUTH, WOMEN AND PERSONS WITH DISABILITY
29.	KICD/28/P/2021-2023	PROVISION OF FUMIGATION AND PEST CONTROL SERVICES	OPEN
30.	KICD/30/P/2021-2023	REPAIR AND SERVICE OF KITCHEN AND LAUNDRY EQUIPMENT	OPEN
31.	KICD/31/P/2021-2023	HIRE OF OUTSIDE CATERING SERVICES/FACILITIES	YOUTH, WOMEN AND PERSONS WITH DISABILITY
32.	KICD/32/P/2021-2023	PROVISION OF LANDSCAPING SERVICES	OPEN
33.	KICD/33/P/2021-2023	PROVISION OF MINOR WELDING WORKS	YOUTH, WOMEN AND PERSONS WITH DISABILITY
34.	KICD/34/P/2021-2023	DESIGN AND BRANDING OF PROMOTIONAL MATERIALS, T-SHIRTS, CAPS, BANNERS, POSTERS AND GIVE AWAYS	YOUTH, WOMEN AND PERSONS WITH DISABILITY
35.	KICD/35/P/2021-2023	PROVISION OF ASSITIVE TECHNOLOGY SERVICES FOR SNE	OPEN
36.	KICD/36/P/2021-2023	PRINTING AND PUBLISHING SERVICES	OPEN
37.	KICD/37/P/2021-2023	REPAIR AND MAINTENANCE OF PABX	OPEN
38.	KICD/38/P/2021-2023	DESIGN, ARTWORK AND ILLUSTRATIONS FOR BOOKS AND MAGAZINES	OPEN
39.	KICD/39/P/2021-2023	MAINTENANCE OF WATER PUMPING, WATER TANKS AND BOREHOLE SYSTEMS	OPEN
40.	KICD/40/P/2021-2023	REPAIR AND MAINTENANCE OF MOTOR VEHICLES	YOUTH, WOMEN AND PERSONS WITH DISABILITY

NO	CATEGORY NO	CATEGORY NAME	REMARKS
41.	KICD/41/P/2021-2023	MAINTENANCE OF GENERATORS	YOUTH, WOMEN AND PERSONS WITH DISABILITY
42.	KICD/42/P/2021-2023	MAINTENANCE OF AIR CONDITIONERS, COLD ROOM AND COOLING EQUIMENTS	OPEN
43.	KICD/43/P/2021-2023	REPAIR AND MAINTENANCE OF BUILDINGS, CIVIL WORKS AND SEWERAGE SERVICES	OPEN
44.	KICD/44/P/2021-2023	REPAIR AND MAINTENANCE OF PRINTING PRESS MACHINES AND EQUIPMENT	OPEN
45.	KICD/45/P/2021-2023	PROVISION OF CONSULTANCY SERVICES- QUANTITY SURVEYING, LANDSCAPING, STRUCTURAL/CIVIL ENGINEERING, ARCHITECTURAL SERVICES, ELECTRICAL ENGINEERING, INTERIOR DESIGN AND ENVIRONMENTAL SERVICES	OPEN
46.	KICD/46/P/2021-2023	PROVISION OF TRAINING AND CAPACITY BUILDING SERVICES	OPEN
47.	KICD/47/P/2021-2023	PROVISION OF INSURANCE BROKERAGE SERVICES	OPEN
48.	KICD/48/P/2021-2023	PROVISION OF RADIO AND TV PRODUCTION SERVICES	OPEN
49.	KICD/49/P/2021-2023	PROVISION OF HOTEL ACCOMMODATION SERVICES & CONFERENCE FACILITIES	OPEN
50.	KICD/50/P/2021-2023	PROVISION OF INTERNET, EMAIL AND HOSTING SERVICES	OPEN
51.	KICD/51/P/2021-2023	PROVISION OF SANITARY SERVICES	YOUTH, WOMEN AND PERSONS WITH DISABILITY
52.	KICD/52/P/2021-2023	PROVISION OF ASSET VALUATION SERVICES	OPEN
53.	KICD/53/P/2021-2023	PROVISION OF CUSTOMER SATISFACTION SURVEY	OPEN
54.	KICD/54/P/2021-2023	PROVISION OF EMPLOYEE SATISFACTION &	OPEN

NO	CATEGORY NO	CATEGORY NAME	REMARKS
		WORK ENVIRONMENT SURVEYS	
55.	KICD/55/P/2021-2023	PROVISION OF LEGAL SERVICES	OPEN
56.	KICD/56/P/2021-2023	SUPPLY AND DELIVERY OF CUTLERY AND KITCHEN UTENSILS	YOUTH, WOMEN AND PERSONS WITH DISABILITY
57.	KICD/57/P/2021-2023	SPECIALIZED CONTRACTORS – ELECTRICAL & MECHANICAL	OPEN
58.	KICD/58/P/2021-2023	LIQUIDIFIED COOKING GAS TANK – CONTRACTORS	OPEN
59.	KICD/59/P/2021-2023	CONSULTANCY SERVICES ON ARTIFICIAL INTELLIGENCE (AI), DATA ANALYSTICS AND INTERNET OF THINGS (IOT) FOR EDUCATION	OPEN
60.	KICD/60/P/2021-2023	SUPPLY OF CALLING CARDS/AIR TIME	YOUTH, WOMEN AND PERSONS WITH DISABILITY
61.	KICD/61/P/2021-2023	SUPPLY OF MOTOR VEHICLE FUEL, LABRICANTS AND OILS	YOUTH, WOMEN AND PERSONS WITH DISABILITY
62.	KICD/62/P/2021-2023	SUPPLY OF MOTOR VEHICLE TYRES, TUBES AND BETTERIES.	YOUTH, WOMEN AND PERSONS WITH DISABILITY
63.	KICD/63/P/2021-2023	REPAIR AND MAINTENANCE OF COMPUTERS, PRINTERS, UPS AND RELATED DEVICES.	OPEN
64.	KICD/64/P/2021-2023	REPAIR AND MAINTENANCE OF NETWORK INFRASTRUCTURE, SERVERS AND RELATED DEVICES.	OPEN
65.	KICD/65/P/2021-2023	CONSULTANCY SERVICES ON DIGITAL CONTENT FOR SPECIAL NEEDS EDUCATION	OPEN
66.	KICD/66/P/2021-2023	PROVISION OF CERTIFIED ICT TRAINING SERVICES	OPEN
67.	KICD/67/P/2021-2023	SUPPLY OF LAUNDRY AND HOUSEKEEPING EQUIPMENTS	OPEN
68.	KICD/68/P/2021-2023	SUPPLY OF TENTS AND CHAIRS	OPEN

NO	CATEGORY NO	CATEGORY NAME	REMARKS
69.	KICD/69/P/2021-2023	PROVISION OF TRAINING IN QUALITATIVE AND QUANTITATIVE ANALYSIS USING SPSS AND NVIVO	OPEN
70.	KICD/70/P/2021-2023	PROVISION OF SUPPORT SERVICES AND SAGE AUTOMATION SERVICES	OPEN
71.	KICD/71/P/2021-2023	PROVISION OF SUPPORT AND MAINTENANCE SERVICES FOR ERP SYSTEM SAGE/ OR EQUIVALENT	OPEN
72.	KICD/72/P/2021-2023	PROVISION OF CONSULTANCY SERVICES FOR TRAINING IN KNOWLEDGE MANAGEMENT	OPEN
73.	KICD/73/P/2021-2023	PROVISION OF DIGITAL CONTENT IN CURRICULUM SUPPORT MATERIALS	OPEN
74.	KICD/74/P/2021-2023	PROVISION OF DIGITAL CLOUD SERVICES FOR EDUCATION	OPEN
75.	KICD/75/P/2021-2023	PROVISION OF AUCTIONEERING SERVICES	OPEN
76.	KICD/76/P/2021-2023	PROVISION OF PROOF READING AND EDITING SERVICES FOR CURRICULUM SUPPORT MATERIALS	OPEN
77.	KICD/77/P/2021-2023	PROVISION OF CONSULTANCY SERVICES FOR DEVELOPMENT OF INVESTMENT,CREDIT,FINANCE AND SECURITY POLICIES.	OPEN
78.	KICD/78/P/2021-2023	PROVISION OF CONSULTANCY SERVICES IN HUMAN RESOURCE MANAGEMENT AND DEVELOPMENT	OPEN
79.	KICD/79/P/2021-2023	PROVISION OF INDIVIDUAL CONSULTANCY SERVICES FOR DEVELOPMENT OF CURRICULUM AND CURRICULUM SUPPORT MATERIALS FOR ALL LEVELS OF EDUCATION BELOW THE UNIVERSITY	OPEN

Pre-qualification documents may be obtained for free by downloading from KICD website www.kicd.ac.ke

Complete documents in a plain, sealed envelope marked prequalification of suppliers indicating the category of items should be addressed to:

**THE DIRECTOR/CEO
KENYA INSTITUTE OF CURRICULUM DEVELOPMENT
P.O. BOX 30231 - 00100
NAIROBI.**

and deposited in the **TENDER BOX** at the **NACECE RESOURCE CENTRE** so as to be received on or before **2nd March, 2021 at 10.00 a.m.** The documents will be opened on the same day at **11.00 am** in the **NACECE RESOURCE CENTER**, and bidders or their representatives are welcome to witness the opening.

Late bids shall not be accepted.

**DIRECTOR/CEO
KENYA INSTITUTE OF CURRICULUM DEVELOPMENT**

SECTION C: PREQUALIFICATION CRITERIA

#	Required information	Allocated scores
1	Registration documentation <ul style="list-style-type: none"> • Certificate of Incorporation/Registration certificate • County Business Permit • I Tax Pin certificate. 	5 5 5
2	Valid Tax compliance certificate	8
3.	Financial capacity <ul style="list-style-type: none"> • Audited reports for the last 3 years • Mode of payment & willingness to give credit 	9 2
4.	Past Experience & Performance <ul style="list-style-type: none"> • No. of years in business • Five referees (mostly clients) attach proof 	5 20
5	Confidential business questionnaire <ul style="list-style-type: none"> • Duly filled • Fixed premises with telephone facilities (will be inspected/verified by a team from KICD officers) 	6 9

6.	Litigation History	5
7	Other certificates where applicable e.g. KEBS, registration with MOPW, NCA,NEMA ,Professional bodies certification (IATA a must for Air Travel Agent),registration under special category	5
8	Manpower and expertise	10
9	Past Performance (for KICD Past/Current suppliers)	2
10	Declaration and Company stamp	2
11	Paginated Document	2
	Total	100

NB; Youths, Women and Persons with disability shall be exempt from most of the above evaluation criteria upon submission of requisite certificate with National Treasury.

SECTION D: APPLICATION FORM

REGISTRATION OF SUPPLIERS APPLICATION FORM

I/We (**Firm Name**) hereby apply for registration as a supplier for..... (Category code no.)

.....

Postal Address

.....

Telephone Number (fixed line) Mobile.....

E-mail Address Fax.....

Town Street

Building Floor..... Room/office.....

Other Branches/locations

.....

.....

Full name of authorized signatory

Designation

Official Rubber Stamp and Signature

SECTION E: CONFIDENTIAL BUSINESS QUESTIONNAIRE

You are requested to give the particulars indicated in part 1(a) and either part 2(a), 2(b) or 2(c) whichever applies to your type of business

YOU ARE ADVISED THAT IT IS SERIOUS OFFENCE TO GIVE FALSE INFORMATION ON THIS FORM

Part 1: General information

Business Name	
Physical Location of Business premises (Note that a visit to your office may be made to confirm information provided as part of the Evaluation	Town..... Street..... Building Name..... Floor.....
Business operations	Year established..... Duration of business operations.....
Principal Contact Person	Name..... Position.....
Postal Address	P.O. BoxCode
Nature of Business	
Maximum value of business which you can handle at any one time	Kshs
Name of your bankers	Branch.....

Part 2(a) – Sole Proprietor

Your name in full
Age
Nationality
Country of Origin
Citizenship details

Part 2(b) – Partnership

Give details of partners as follows:

No.	Name	Nationality	Citizenship details	Share
1				
2				
3				
4				
5				

Part 2(c) - Registered Company

Private or Public																				
State the nominal and issued capital of the company	Nominal Kshs..... Issued Kshs.....																				
Give details of all directors	<table border="1"> <thead> <tr> <th data-bbox="521 543 727 575">Name</th> <th data-bbox="727 543 971 575">Nationality</th> <th data-bbox="971 543 1284 575">Citizenship details</th> <th data-bbox="1284 543 1472 575">Share</th> </tr> </thead> <tbody> <tr> <td>.....</td> <td>.....</td> <td>.....</td> <td>.....</td> </tr> <tr> <td>.....</td> <td>.....</td> <td>.....</td> <td>.....</td> </tr> <tr> <td>.....</td> <td>.....</td> <td>.....</td> <td>.....</td> </tr> <tr> <td>.....</td> <td>.....</td> <td>.....</td> <td>.....</td> </tr> </tbody> </table>	Name	Nationality	Citizenship details	Share
Name	Nationality	Citizenship details	Share																		
.....																		
.....																		
.....																		
.....																		

Date..... Signature of tenderer

If Kenyan citizen, indicate “citizenship details”, whether by Birth, Naturalization or Registration.

(You may attach a separate sheet if space is required. The attachment must be duly signed and stamped)

**SECTION F: STATUS OF COMPLIANCE WITH STATUTORY
REQUIREMENTS**

1. Certificate of Registration/Incorporation (Attach copy)
2. Valid Trade License (Attach copy)
3. State VAT Registration No. (Attach copy)
4. I TAX PIN NO(Attach copy)
5. Attach proof of being up to date in VAT and Income Tax Returns (Attach copy of current Tax Compliance Certificate)
6. State if the company is a subject of bankruptcy proceedings, in receivership, administrative receivership, or any other form of liquidation as defined by the applicable law
.....
7. State whether you are a Manufacturer, Dealer or Appointed Distributor (Agent), Wholesaler, Retailer etc
.....
8. State any technological innovations or specific attributes which distinguishes you from your competitors
9. Valid Tax Compliance Certificate (attach copy)
10. Other important certificates e.g. KEBS, registration with MOPW, Professional bodies' certification (IATA a must for Air Travel Agent.) Please attach proof
11. Certificate of Registration under special category (attach copy)

SECTION G: FINANCIAL POSITION & TERMS OF TRADE

PART 1

AUDITED REPORTS

- Attach copies of audited reports for the last three (3) years.

PART II

TERMS OF TRADE (PAYMENT TERMS)

KICD would wish to work on deliveries after issuance of a Local Purchase/Service Order and payment after deliveries are made.

Confirm acceptance of this: **Acceptable/Not Acceptable**

SECTION H: LITIGATION/ARBITRATION INCIDENCES

Litigation and Arbitration incidences.

- a) Enumerate any past litigation and arbitration incidences encountered by the firm.
- b) State if the company is/was a subject of bankruptcy proceedings, in receivership, administration receivership, or any other form of liquidation as defined by the applicable law.

SECTION I: CLIENTS DETAILS

Give details of at least 5 Reputable Organizations where you are supplying the category of goods/services applied for. (Attach proof)

- 1. Organization Name
- Address
- Tel. No
- Contact Person
- Position in the Organization
- E -Mail Address.....
- Signature of contact person.....Date.....
- Company Stamp

2. Organization Name
Address
Tel. No
Contact Person
Position in the Organization
E –Mail Address.....
Signature of contact person.....Date.....
Company Stamp

3. Organization Name
Address
Tel. No
Contact Person
Position in the Organization
E –Mail Address.....
Signature of contact person.....Date.....
Company Stamp

4. Organization Name
Address
Tel. No
Contact Person
Position in the Organization
E –Mail Address.....
Signature of contact person.....Date.....
Company Stamp

5. Organization Name
Address
Tel. No
Contact Person
Position in the Organization
E –Mail Address.....
Signature of contact person.....Date.....
Company Stamp

SECTION J: MANPOWER AND EXPERTISE OF STAFF

Qualifications and experience of at least five key personnel proposed for administration and execution of the Contract. Attach Curriculum Vitae (CV's) and copy of certificates. The CVs should be duly signed by the proposed personnel and certified copies of certificates.

Position	Name	Qualifications	Experience in proposed position

SECTION K: PAST PERFORMANCE

Have you previously been supplying goods/services to Kenya Institute of Curriculum Development?

If yes, give details

.....
.....

Indicate three of the latest orders with KICD

.....
.....
.....

Do you have any pending orders with KICD? If so give details

.....
.....
.....

Have you ever failed to honour KICD LPO? If so give details

.....

Has your contract ever been terminated by Kenya Institute of Curriculum Development?

YES..... NO

If yes, give details on a separate paper

SECTION L: DECLARATION

I/We have completed these forms accurately at the time application and it is agreed that all responses can be substantiated if requested to do so. Any inaccuracy in the information filled herein may be used as grounds for disqualification from further proceedings.

Signed and Stamped

Name:

Position in the Company

Date: