

Tender Package — Request for Proposal (RFP)

1. Invitation to Tender

Tender Name: PLTS Refurbishment on Tiga Island		Tender No: AMB-RFP-005
Location: Pulau Tiga, Kabupaten Maluku Tengah – Maluku – Indonesia (3°39'10.6"S 127°54'22.7"E)		Correspondence Language(s): English
<p>Brief Summary Description of Project: The NZMATES programme's main goal is to support the uptake of affordable, reliable, and renewable energy in off-grid and grid-connected areas of Seram and surrounding islands, Maluku Province.</p> <p>Acknowledging that the NZ Government Ministry of Foreign Affairs and Trade (MFAT), has signed a three-way partnership arrangement (PA) with Directorate General of New Renewable Energy and Energy Conservation, Ministry of Energy and Mineral Resources (EBTKE-ESDM) and the State Electricity Company (Persero).</p> <p>To refurbish a PLN PLTS on Pulau Tiga, in order to provide an important opportunity for NZMATES and PLN to work together to develop good practices and sustainable models that can be applied to future PLTS projects in Maluku</p>		

Tender Package Available from: 11 July 2022	Tender Package Pickup Location: https://www.mercycorps.org/tenders .
Deadline for Offer Submission: 11 August 2022: 19.00 (+7 GMT)	Submit Offers to: Bid Document: <ul style="list-style-type: none"> - Electronic submissions to tenders@mercycorps.org - Subject/Head of proposal document & envelope label written as: AMB-RFP-005 PLTS Refurbishment on Tiga Island - Hard copy sent with the date on the receipt is August 11th, 2022, to: Mercy Corps Indonesia – Jl. Pitu Ina No 1, Karang Panjang - samping praktek dr. Rudi - Ambon 97122

Mercy Corps reserves the right to accept or reject any late offers

Questions and Answers (Q&A)
If any, Submit Questions in writing to: tenders@mercycorps.org Start 11th July 2022

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Last Day for Questions: 6 August 2022; 11.59 pm +7 GMT	Questions will be answered by: 8 August 2022; 5.00pm +7 GMT
Questions will be answered through: tenders@mercycorps.org	

Q&A Session During site visit (optional)	
Date / Time: to be announced	Location: Pulau Tiga Project Locations
Point of Contact: tenders@mercycorps.org	

Documentation Checklist	
These documents are contained within this tender package:	<ul style="list-style-type: none"> ✓ Invitation to Tender ✓ General Conditions for Tender ✓ Criteria and Submittals ✓ Price Offer Sheet ✓ Supplier Information Form ✓ Scope of Work/Technical Specifications/BoQ ✓ Sample Contract ✓ Simplified Contractor Pre-qualification Questionnaire – NZMATES

2. General Conditions for Tender

Mercy Corps invites proposals for the goods, services and/or works described and summarized in these documents, and in accordance with procedures, conditions and contract terms presented herein. Mercy Corps reserves the right to vary the quantity of work/materials specified in the Tender Package without any changes in unit price or other terms and conditions and to accept or reject any, all, or part of submitted offers.

2.1 Mercy Corps' Anti-Bribery and Anti-Corruption Statement

Mercy Corps strictly prohibits:

- Any form of bribe or kickback in relation to its activities
This prohibition includes any *request* from any Mercy Corps employee, consultant or agent for anything of value from any company or individual in exchange for the employee, consultant or agents taking or not taking any action related to the award of a contract or the contract once awarded. It also applies to any *offer* from any company or individual to provide anything of value to any Mercy Corps employee, consultant or agent in exchange for that person taking or not taking any action related to the award of the contract or the contract.
- Conflicts of interests in the awarding or management of contracts
If a company is owned by, whether directly or indirectly, in whole or in part, any Mercy Corps employee or any person who is related to a Mercy Corps employee, the company must ensure that it and the employee disclose the

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relationship as part of or prior to submitting the offer.

- *The sharing or obtaining of confidential information*
Mercy Corps prohibits its employees from sharing, and any offerors from obtaining, confidential information related to this solicitation, including information regarding Mercy Corps' price estimates, competing offerors or competing offers, etc. Any information provided to one offeror must be provided to all other offerors.
- *Collusion between/among offerors*
Mercy Corps requires fair and open competition for this solicitation. No two (or more) companies submitting proposals can be owned or controlled by the same individual(s). Companies submitting offers cannot share prices or other offer information or take any other action intended to pre-determine which company will win the solicitation and what price will be paid.

Violations of these prohibitions, along with all evidence of such violations, should be reported to:

<http://mercycorps.org/integrityhotline>

Mercy Corps will investigate allegations fully and will take appropriate action. Any company, or individual that participates in any of the above prohibited conduct, will have its actions reported to the appropriate authorities, will be investigated fully, will have its offer rejected and/or contract terminated, and will not be eligible for future contracts with Mercy Corps. Employees participating in such conduct will have his/her employment terminated.

Violations will also be reported to Mercy Corps' donors, who may also choose to investigate and debar or suspend companies and their owners from receiving any contract that is funded in part by the donor, whether the contract is with Mercy Corps or any other entity.

2.2 Tender Basis:

- All offers shall be made in accordance with these instructions, and all documents requested should be furnished, including any required (but not limited to) supplier-specific information, technical specifications, drawings, bill of quantities, and/or delivery schedule. If any requested document is not furnished, a reason should be given for its omission in an exception sheet.
- No respondent should add, omit or change any item, term or condition herein.
- If suppliers have any additional requests and conditions, these shall be stipulated in an exception sheet.
- Each offeror may make one response only.
- Each offer shall be valid for the period of 180 calendar days from its date of submission.
- All offers should indicate whether they include taxes, compulsory payments, levies and/or duties, including VAT, if applicable.
- Suppliers should ensure that financial offers are devoid of calculation errors. If errors are identified during the evaluation process, the unit price will prevail. If there is ambiguity on the unit price, the Selection Committee may decide to disqualify the offer.
- Any requests for clarifications regarding the project that are not addressed in written documents must be presented to Mercy Corps in writing. The answer to any question raised in writing by any offeror will be issued to that offeror. In some cases, Mercy Corps may choose to issue clarifications to all offerors. It is a condition of this tender that no clarification shall be deemed to supersede, contradict, add to or detract from the conditions hereof, unless made in writing as an Addendum to Tender and signed by Mercy Corps or its designated representative.
- This Tender does not obligate Mercy Corps to execute a contract, nor does it commit Mercy Corps to pay any costs

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incurred in the preparation and submission of proposals. Furthermore, Mercy Corps reserves the right to reject any and all proposals, if such action is considered to be in the best interest of Mercy Corps.

2.3 Supplier Eligibility

Suppliers may not apply, and will be rejected as ineligible, if they:

- Are not registered companies
- Are bankrupt or in the process of going bankrupt
- Have been convicted of illegal/corrupt activities, and/or unprofessional conduct
- Have been guilty of grave professional misconduct
- Have not fulfilled obligations related to payment of social security and taxes
- Are guilty of serious misinterpretation in supplying information
- Are in violation of the policies outlined in Mercy Corps Anti Bribery or Anti-Corruption Statement
- Supplier (or supplier's principals) are on any list of sanctioned parties issued by; or are presently excluded or disqualified from participation in this transaction by the United States Government or United Nations by the United States Government, the United Kingdom, the European Union, the United Nations, other national governments, or public international organizations.

Additional eligibility criteria, if applicable, are stated in section 3.2 of this tender package.

2.4 Response Documents

Offerors can either utilize the response documents contained in this tender package to submit their offer or they can submit an offer in their own format as long as it contains all the required documents and information specified by this tender.

2.5 Acceptance of Successful Response

Documentation submitted by offerors will be verified by Mercy Corps. The winning offeror will be required to sign a contract for the stated, agreed upon amount.

2.6 Certification Regarding Terrorism

It is Mercy Corps' policy to comply with humanitarian principles and the laws and regulations of the United States, the European Union, the United Nations, the United Kingdom, host nations, and other applicable donors concerning transactions with or support to individuals or entities that have engaged in fraud, waste, abuse, human trafficking, corruption, or terrorist activity. These laws and regulations prohibit Mercy Corps from transacting with or providing support to any individuals or entities that are the subject of government sanctions, donor rules, or laws prohibiting transactions or support to such parties.

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3. Criteria & Submittals

3.1 Contract Terms

Mercy Corps intends to issue a **Fixed Price** contract to one or several company(ies) or organization(s). The successful offeror(s) shall be required to adhere to the statement of work and terms and conditions of the resulting contract. The anticipated contract is incorporated in Section 6 herein. By submitting an offer, offerors certify that they understand and agree to all of the terms and clauses contained in Section 6.

3.2 Specific Eligibility Criteria

Eligibility criteria must be met, and the corresponding supporting documents listed below under “Tender Submittals” **must** be submitted with offers. Offerors who do not submit these documents may be **disqualified** from any further technical or financial evaluation.

Eligibility Criteria:

- The offeror must be legally registered
- The offeror must be in good standing with its governing tax authority
- Specific Criteria EPC Company (PLTS project experience)
- **Business Qualification M1**

3.3 Tender Submittals

Documents and required information listed in tender submittals are necessary in order to support the eligibility criteria and to conduct technical evaluations of received offers (and due diligence). While absence of these documents and/or information does not denote mandatory disqualification of suppliers, the lack of these items has the potential to severely and negatively impact the technical evaluation of an offer.

Documents supporting the Eligibility Criteria:

- Legal Business Registration
- Latest Tax Registration Certificate
- Latest Tax Registration Certificate Annual Tax 2021
- Deed of Establishment of The Company
- SK Kemenkumham
- Tax ID Number (NPWP)
- Surat Ijin Usaha Perdagangan (SIUP)
- Surat Keterangan Domisili Usaha (SKDU)/Domicile Letter
- Surat Izin Tempat Usaha (SITU)
- TDP / Certificate of Company Registration
- Surat Ijin Gangguan/HO
- Nomor Induk Berusaha (NIB)
- Izin Usaha Jasa Konstruksi (SIUJK)
- Sertifikat Badan Usaha Jasa Penunjang Tenaga Listrik (SBUJPTL) PLTS
- ID Card Director
- Bid Bond / Jaminan Penawaran
- Construction/Performance Bond / Jaminan Pelaksanaan (especially for the winner)

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Documents to conduct the Technical Evaluation and additional Due Diligence:

- Company Profile, 2-page max
- References from previous work projects (including contact information)
- Detail bill of materials and its manufacturer/brand including the detail specification of each proposed component.
- Detail project timeline include: initial site survey, detail engineering design, lead time for purchase or manufacture of materials, time to send material to site location, implementation of project in civil construction, mechanical and electrical works, commissioning process until it is properly handed over to customer.
- An overview of additional or removal of hardware required for the system to correctly function, including any specialist components.
- Reference commercial projects for major components.
- Experience and reference from supplier.
- Declaration of compliance with warranty as mentioned in proposal and SOW.
- ISO certification includes national or international certification that available.
- Copy of at least 3 previous project contract references from awarded date **until completion date** or hand over to customer within the last 3 years.
- Analysis of audited financial statement
- Health and safety standard procedures and documents/certificates
- CVs.

Price Offer:

The Price offer is used to determine which offer represents the best value and serves as a basis of negotiation before award of a contract. As a Fixed-Price contract, the price of the contract to be awarded will be an all-inclusive fixed price basis, either in the form of a total fixed price or a per-unit/deliverable fixed price. As a Cost Reimbursement plus Fixed Fee contract, the price of contract to be awarded will be on the basis of estimated costs at cost and specified fee paid; the contract to be awarded will have a ceiling amount not to be exceed without prior written approval. As a Time and Materials contract, the price of contract to be awarded will be on the basis of estimated direct labor hours/days at specified fixed hourly/daily rates and materials at cost; the contract to be awarded will have a ceiling amount not to be exceeded without prior written approval. No profit, fees, taxes, or additional costs can be added after contract signing. Offerors must show unit prices, quantities, and total price, as displayed in the Offer Sheet in Section 4. All items must be clearly labeled and included in the total offered price.

Offerors must include VAT and customs duties in their offer

3.4 Currency

Offers should be submitted in: IDR

Payments will be made in: IDR

3.5 Tender Evaluation (Trade-Off Selection Method)

Based on the above submittals, a Mercy Corps Tender Committee will conduct a tender evaluation process. Mercy Corps reserves the right to accept or reject any or all proposals, and to accept the offer(s) deemed to be in the best interest of Mercy Corps. MC will not be responsible for or pay for any expenses or losses which may be incurred by any Offeror in the preparation of their tender.

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Evaluations will be conducted as described in the following subsections:

3.5.1 Scoring Evaluation

Trade-Off Method

Mercy Corps Tender Committee will conduct a technical evaluation which will grade technical criteria on a weighted basis (each criteria is given a percentage, all together equaling 100%). Offeror's proposals should consist of all required technical submittals so a Mercy Corps committee can thoroughly evaluate the technical criteria listed herein and assign points based on the strength of a technical submission.

Award criteria shall be based on the proposal's overall **“value for money”** (quality, cost, delivery time, etc.) while taking into consideration donor and internal requirements and regulations. Each individual criteria has been assigned a weighting prior to the release of this tender based on its importance to Mercy Corps in this process.

Offeror(s) with the best score will be accepted as the winning offeror(s), assuming the price is deemed fair and reasonable and subject to the additional due diligence in [section 3.5.2](#).

When performing the Scoring Evaluation, the Mercy Corps tender committee will assign points for each criteria based on the following scale:

Point	Rationale
0	Not acceptable; has not met any part of the specified criteria
1-4	Has met only some minimum requirements and may not be acceptable
5	Acceptable
6-9	Acceptable; has met all requirements and exceeds some
10	Acceptable; has exceeded all requirements

Evaluation Criteria	Weight (%)	Possible Points (1 to 10)	Weighted Score
	(A)	(B)	(A*B)
Price	35%	10	XX
Technical Proposal	30%	10	XX
Experience in similar projects (previously evaluated)	10%	10	XX
Health and safety standards	10%	10	XX
Local experience in Maluku (previously evaluated)	5%	10	XX
Innovative solution	5%	10	XX

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Cross-cutting issues (environmental management plan and gender inclusion approach)	5%	10	XX
TOTAL POSSIBLE SCORE:	100%	XX	XX

3.5.2 Additional Due Diligence

Upon completion of both the technical and financial evaluations Mercy Corps may choose to engage in additional due diligence processes with a particular supplier or supplier(s). The purpose of these processes is to ensure that Mercy Corps engages with reputable, ethical, responsible Suppliers with solid financials and the ability to fulfill the contract. Additional due diligence may take the form of the following processes (though it is not limited to):

- Reference Checks
- Supplier’s facility visits (optional)
- Analysis of audited financial statements
- Determination of relations and affiliations between offerors
- Other appropriate documented method giving Mercy Corps increased confidence in the supplier’s ability to perform
- ICC - Ineligibility and Compliance Checking

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4. Offer Form

Offerors must submit their own independent offer including at least (but not limited to):

- All documents requested in the “Eligibility Criteria” section of this Tender Package
- All documents requested in the “Tender Submittals” section of this Tender Package
- All information listed in the “Documents Comprising the Proposal” section below

All offers must be duly signed (including position and full name of the signer) and stamped, with the date of completion.

Documents Comprising the Proposal

The following information must be included in the offer of any potential offeror:

- Cover Letter** explaining interest to be a contracted vendor or supplier, and the details of the Proposal. The content of the cover letter shall include the following information:
 - A detailed specification of the offered goods, services and/or works (Proposal)
 - Warranty (if necessary and appropriate)
 - Delivery time
 - Price validity date (for this purpose and as stated on the advertisement, quote given shall remain unchanged for 180 working days)
- A Price Offer detailing the unit price only, using the **Price Offer Sheet** template provided in section 7
- Completed and signed Mercy Corps **Supplier Information Form** (template provided in section 7)
- Other important documents offeror feels need to be attached to support their proposal
- Simplified Contractor Pre-qualification Questionnaire – NZMATES

The original proposal shall be signed by the offeror or a person or persons duly authorized to bind the offeror to the contract. Financial offer pages of the proposal shall be initialed by the person or persons signing the proposal and stamped with the company seal.

Any interlineations, erasures, or overwriting shall be valid only if they are initialed by the person or persons signing the proposal.

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5. Scope of Work/Technical Specifications

5.1 Background

The Employer, NZMATES, is requesting bid proposals for the design, supply, delivery, installation, testing and commissioning of such a system, designed such that a **renewable energy fraction of at least 95% (average over 20 years)** is achieved with the BESS design. Information on NZMATES can be found here: <https://www.nzmates.org/about/what-nzmates>.

There is an existing Hybrid PV-Diesel-BESS plant on Pulau Tiga which is now defunct. Currently a 20kW diesel generator is supplying electricity to the island through the existing electrical distribution network.

The proposed activities will consist of the Three-phase solar and battery system (PLTS) will be built using an AC coupling system. It will comprise a solar PV array with a minimum total capacity 75 kWp (DC) with several string configuration. A Three-phase AC inverter will be used for each string. The three-phase AC battery inverter will be able to supply a continuous AC power of up to 75 kVA. A Lithium ion battery is chosen to be the storage system with a usable capacity of a minimum of 200 kWh in standard test conditions.

The battery system must be able to absorb excess PV generation when it is required and must be able to curtail electricity from PV during less load factor served by PLTS on weekends or holidays. It is also able to prevent export towards the PLN main grid. PLTD or diesel Engine 25 kVA will be used as backup if battery in low state of charge which can't supply the load

The intention is to dismantle and replace all major system components of the defunct system (i.e. solar arrays, battery banks, power conditioning gear and diesel generators) with new state-of-the-art equipment. In addition, the existing powerhouse and security fencing will have to be refurbished.

The scope of this tender does **not** include the existing electrical distribution network. Any repair, improvements and extension remain the responsibility of PLN.

These Employer's Requirements (ERQ) provide all the necessary information for the submission of the requested proposal.

5.2 Scope of Work (for Service) / Technical Specifications (for Goods) / Bill of Quantities (for Works)

GENERAL REQUIREMENTS

Bidder responsibility

- Bidder shall be responsible to read and fully comply with all the provisions of the employer's requirements including all appendices and specifications.
- Bidder shall perform in a manner subject to current Occupational Safety and Health Administration standards of the Government of Indonesia. It shall be the responsibility of the Bidder to fully comply with these regulations.
- Bidder is required to read the drawings, familiarize themselves with the scope of works – available in Attachment I.
- A site visit will not be possible due to current COVID-19 situation. NZMATES will organize at least two virtual Q&A sessions to respond any questions, provide more context of project, and support Bidders to familiarize

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with site. NZMATES will also facilitate as much as possible photos, videos, layouts, and other details that will support Bidders to develop their proposals.

- Bidder shall assume responsibility for performing all work in a professional manner with due care being taken to avoid unnecessary damage to property. Bidder shall be responsible for all damage resulting from carelessness or work performed in an irresponsible or unworkmanlike manner. Bidder shall repair damaged areas to same or better condition than existing conditions.
- Bidder shall perform all work not covered in the Specifications to applicable industry standards.
- All temporary utilities such as electricity, sanitation services or other services required for construction and other facilities such as safety equipment, fire extinguishers, warning signs, lights or special equipment shall be supplied as needed by the Bidder at their expense.
- The Bidder is permitted to use the specified sites for laydown or equipment storage as may be required. Use of any other areas for laydown, storage, parking, or other such activities is generally not permitted, except by express consent of the Employer.
- The Bidder shall be responsible for the security within the Site of Works.
- Bidder shall assume responsibility for disposing of removed vegetation, tree material, soil, asphalt, concrete, and other surplus material at a site acceptable to the Employer at Bidder's expense.

Detailed Scope of work, technical specifications and BOQ are attached, [see section 7](#)

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6. Sample Contract

This is the anticipated contract. However, if required, additional terms and conditions may be added by Mercy Corps in the final contract.

7. Attachments to the Tender Package

Attachment 1 - Supplier Information Form template

Attachment 2 - Price Offer Sheet

Attachment 3 - Simplified Contractor Pre-qualification Questionnaire – NZMATES

Attachment 4 – General ERQ

Attachment 5 – Bid Sheet

More detailed Employer’s requirements can be found in the following attachments:

Attachment A	General electrical ERQ
Attachment B	Remediation & Decommissioning ERQ
Attachment C	PV Generation System ERQ
Attachment D	BESS ERQ
Attachment E	Monitoring & Control ERQ
Attachment F	Diesel Generator ERQ
Attachment G	Testing & Commissioning
Attachment H	O&M Support and Training
Attachment I	Layout, photos and drawings
Attachment J	Load and modelling assumptions

Moreover, the following Annexes provide additional information:

Annex A	TKDN Regulation Permenperin No.5 2017 (dengan perubahan yang berlaku)
Annex B	NZMATES Cultural Guidelines

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Annex C	Mercy Corps' Child Safeguarding Policy
Annex D	List of companies available in Ambon
Annex E.	Bid Sheet 4 Jan 2022
Annex F.	Existing PV Plant Layout
Annex G.	PLTS Waste and Asset Management Plan
Annex H.	Prevention of Sexual Exploitation and Abuse (PSEA) of Program Participants & Community Members Policy

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Attachment 1 - Supplier Information Form template

Mercy Corps Indonesia **Supplier Information Form**

The information provided will be used to evaluate the Company before contracting with the Mercy Corps Indonesia.

Informasi yang diberikan akan digunakan untuk mengevaluasi Perusahaan sebelum membuat kontrak dengan Mercy Corps Indonesia.

Please complete all fields.
Lengkapi semua bagian

Supplier Information ***Informasi Pemasok***

Company Name <i>Nama Perusahaan</i>	
Any other names company is operating under (Acronyms, Abbreviations, Aliases) <i>Nama lain perusahaan dalam melakukan kegiatan usaha (Akronim, Singkatan, Alias)</i>	
Previous names of the company <i>Nama perusahaan sebelumnya</i>	
Address <i>Alamat</i>	
Website <i>Situs Laman</i>	
Phone/Fax Numbers <i>Nomor Telepon/Faksimili</i>	Phone: Telepon: Fax: Faks:

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Primary Contact <i>Kontak Utama</i>	Name: <i>Nama</i>
	Phone Number: <i>Nomor Telepon</i>
	Email Address: <i>Alamat surel</i>

# of Staff <i>Jumlah karyawan</i>	
# of Locations <i>Lokasi</i>	
Avg. Value of Stock on Hand (USD) <i>Nilai Rata-rata Saham yang Dimiliki</i>	
Government - owned (yes/no) <i>BUMN/D (ya/tidak)</i>	
Name(s) of Board of Directors <i>Nama(-nama) Dewan Direksi</i>	
Name(s) of Company Owner(s) <i>Nama(-nama) Pemilik Perusahaan</i>	
Parent companies, if any <i>Induk perusahaan, jika ada</i>	
Subsidiary or affiliate companies, if any <i>Anak perusahaan atau perusahaan afiliasi, jika ada</i>	

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Financial Information

Informasi Keuangan

Bank Name and Address <i>Nama dan alamat Bank</i>	
Name under which company is registered at bank <i>Nama Bank dimana perusahaan terdaftar sebagai nasabah</i>	
Payment Terms <i>Ketentuan Pembayaran</i>	Payment By: <u>Check</u> Yes No <u>Wire Transfer</u> Yes No Pembayaran Dengan ; <u>Cek</u> Ya Tidak <u>Transfer</u> Ya Tidak
Specify Standard Payment Terms (Net15, 30, etc.) <i>Tentukan Waktu Pembayaran Standar</i> (Net15, 30, dll.)	

Product/Service Information

Informasi Produk/Jasa

List Range of Products/Services Offered <i>Tuliskan Ragam Produk/Jasa yang Ditawarkan</i>	
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Basis For Pricing (Catalog, List, etc.) <i>Dasar Pengenaan Harga (Katalog, Daftar, dll.)</i>	
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References

Referensi

Client Name: <i>Nama Klien:</i>	<u>Contact Name, Phone, Email Address:</u> <i>Nama Kontak, Telepon, Alamat surel:</i>
Client Name: <i>Nama Klien:</i>	<u>Contact Name, Phone, Email Address:</u> <i>Nama Kontak, Telepon, Alamat surel:</i>
Client Name: <i>Nama Klien:</i>	<u>Contact Name, Phone, Email Address:</u> <i>Nama Kontak, Telepon, Alamat surel:</i>

Supplier Self-Certification of Eligibility

Sertifikat Kelayakan Diri Pemasok

Company certifies that:

Perusahaan menyatakan bahwa

- It, its affiliates and subsidiaries, owners, officers, directors and key employees (to the best of its knowledge) are not the subject of any government's sanctions, designations, donor rules or prohibitions, or laws prohibiting transactions with it/them. It is not the subject of any donor government investigation into its misconduct with any other recipient of that donors funding.

Perusahaan, afiliasi dan anak perusahaannya, pemilik, pejabat, direktur dan karyawan inti Perusahaan (sepanjang pengetahuan Perusahaan) tidak sedang berada di bawah sanksi, peruntukan, peraturan atau larangan donor, atau undang-undang yang melarang untuk melakukan transaksi dengan Perusahaan. Perusahaan tidak sedang dalam investigasi pemerintah donor atas perbuatan tidak layak dengan penerima dana donor lainnya.
- It, its affiliates and subsidiaries, owners, officers, directors and key employees have not and do not engage in any form of terrorism or attacks on civilians and do not provide any form of material support or financial resources for individuals or organizations that do engage in any form of terrorism or deliberate attacks on civilians.

Perusahaan, afiliasi dan anak perusahaannya, pemilik, pejabat, direksi dan karyawan inti Perusahaan tidak dan tidak sedang terlibat dalam bentuk terorisme atau serangan apa pun terhadap warga sipil dan tidak memberikan dukungan material atau sumber keuangan untuk orang-orang atau organisasi yang terlibat dalam terorisme atau serangan yang disengaja terhadap warga sipil.
- It, its affiliates and subsidiaries, owners, officers, directors and key employees have not and do not engage in weapons or drugs manufacture, transport, sale or distribution.

Perusahaan, afiliasi dan anak perusahaannya, pemilik, pejabat, direktur dan karyawan inti Perusahaan tidak dan tidak akan melakukan pembuatan, pengangkutan, penjualan atau distribusi senjata atau obat-obatan terlarang.
- It is not in default on any material credit agreement, bankrupt or being wound up, are having its affairs administered by the courts, have entered into arrangements with creditors, have suspended business activities, are the subject of proceedings

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concerning those matters, or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations.

Perusahaan tidak dalam keadaan melalaikan kewajiban atas setiap perjanjian kredit material, bangkrut atau ditutup, kegiatan yang diatur oleh pengadilan, membuat perjanjian dengan kreditur, menghentikan kegiatan usaha, dalam proses dari hal-hal tersebut diatas, atau dalam situasi yang sama yang disebabkan oleh prosedur serupa sebagaimana diatur dalam perundang-undangan atau peraturan nasional.

5. It is has not been determined to be in breach of a material contract by any legal body anytime within the past 2 years.
Perusahaan belum pernah diputus telah melanggar kontrak material oleh instansi hukum mana pun dalam 2 tahun terakhir.
6. It pays taxes as and when due and is not currently the subject of any investigation or proceeding related to back-owed taxes.
Perusahaan membayar pajak tepat waktu dan saat jatuh tempo dan saat ini bukan subyek investigasi atau proses yang berkaitan dengan pajak terhutang.
7. It provides workers compensation insurance to its workers in accordance with the laws of the countries where it operates.
Perusahaan memberikan asuransi kompensasi tenaga kerja kepada karyawannya sesuai dengan undang-undang negara tempat perusahaan beroperasi.
8. It pays social security obligations as required in the countries where it operates.
Perusahaan memenuhi kewajiban jaminan sosial sebagaimana ditentukan di negara tempat perusahaan beroperasi.
9. It, its owners, officers and directors have not been convicted of an offense concerning its professional conduct and has not engaged in grave professional misconduct.
Perusahaan, pemilik, pejabat dan direktur Perusahaan tidak pernah dihukum karena melakukan pelanggaran yang terkait dengan tindak tanduk profesionalnya dan tidak melakukan pelanggaran profesional yang serius.
10. It, its affiliates and subsidiaries, owners, officers, directors and key employees have not been the subject of criminal investigation or judgement for fraud, corruption, human trafficking, spying, weapons transport or smuggling, sexual exploitation or abuse, involvement in a criminal organization or any other criminal activity.
Perusahaan, afiliasi dan anak perusahaannya, pemilik, pejabat, direktur dan karyawan inti Perusahaan tidak pernah menjadi subyek penyelidikan kriminal atau menjalani hukuman karena melakukan kecurangan, korupsi, perdagangan manusia, kegiatan spionase, pengangkutan atau penyelundupan senjata, eksploitasi atau pelecehan seksual, terlibat dalam organisasi kriminal atau kegiatan kriminal lainnya.
11. It treats its employees with dignity and respect and maintains social operating standards, including:: working conditions and social rights: avoidance of child labor, bondage, forced labor, human trafficking or exploitation; assurance of safe and reasonable working conditions; freedom of association; freedom from exploitation, abuse, and discrimination; protection of basic social rights of its employees and Mercy Corps Indonesia beneficiaries.
Perusahaan memperlakukan karyawannya dengan martabat dan rasa hormat serta mempertahankan standar operasi sosial, termasuk: kondisi kerja dan hak sosial: menghindari pekerja anak, perbudakan, kerja paksa, perdagangan atau eksploitasi manusia; jaminan kondisi kerja yang aman dan wajar; kebebasan berserikat; bebas dari eksploitasi, pelecehan, dan diskriminasi; memberikan perlindungan hak-hak sosial dasar karyawan dan penerima manfaat Mercy Corps Indonesia.
12. To the best of its knowledge, no Mercy Corps Indonesia employee, officer, consultant or other party related to Mercy Corps Indonesia has a financial interest in the Company's business activities, nor is any Mercy Corps Indonesia employee related to any owner, officer, director or employee of the company, and, if so, it will ensure that the relationship is disclosed to Mercy Corps Indonesia and will not used for improper influence. Discovery of an undisclosed Conflict of Interest will result in immediate revocation of the Company's Authorized Supplier status and disqualification of Company from participation in future Mercy Corps Indonesia procurement. *Sepanjang pengetahuan Perusahaan, tidak ada karyawan, pejabat, konsultan Mercy Corps Indonesia atau pihak lain yang terkait dengan Mercy Corps Indonesia, memiliki kepentingan finansial dalam kegiatan usaha Perusahaan, dan tidak ada karyawan Mercy Corps Indonesia yang terkait dengan pemilik, pejabat, direktur atau karyawan Perusahaan tersebut, dan jika ada, Perusahaan akan memastikan bahwa hubungan tersebut dinformasikan kepada Mercy Corps Indonesia dan tidak akan digunakan untuk pengaruh yang tidak benar. Apabila ditemukan Benturan Kepentingan yang tidak diungkapkan, akan berakibat dengan dicabutnya status Pemasok Resmi Perusahaan. Perusahaan akan didiskualifikasi untuk ikut serta dalam pengadaan barang dan jasa Mercy Corps Indonesia di masa yang akan datang.*

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13. It understands that attempting to or agreeing to provide anything of value to any Mercy Corps Indonesia employee, agent or representative for the purpose of encouraging that person to award Company a contract or take or not take any action related to any contract will result in immediate termination of any agreement. Company certifies that it does not engage in such conduct.

Perusahaan memahami bahwa upaya atau persetujuan untuk memberikan sesuatu yang bernilai kepada karyawan, agen, atau perwakilan Mercy Corps Indonesia manapun dengan tujuan agar orang tersebut memberikan kontrak kepada Perusahaan atau melakukan atau tidak melakukan tindakan yang terkait dengan kontrak, akan menyebabkan penghentian segera atas perjanjian apa pun. Perusahaan menyatakan bahwa Perusahaan tidak akan melakukan tindakan semacam itu.

14. It understands that Mercy Corps Indonesia seeks fair and open competition and the fairest price available and that any attempt by company to subvert fair and open competition, including working with other bidders to fix prices, working to exclude competition, seeking confidential information from Mercy Corps Indonesia or other bidders, using multiple related or controlled companies to give the appearance of competition, or any similar activity, will result in termination of any agreement. Company certifies that it does not engage in such conduct.

Perusahaan memahami bahwa Mercy Corps Indonesia mengupayakan persaingan yang adil dan terbuka serta harga yang paling wajar yang ada dan setiap usaha oleh perusahaan untuk merusak persaingan yang adil dan terbuka, termasuk bekerja dengan penawar lain untuk menetapkan harga, upaya untuk mengenyampingkan persaingan, mencari informasi rahasia dari Mercy Corps Indonesia atau penawar lainnya, dengan menggunakan beberapa perusahaan yang terkait atau dikendalikan olehnya untuk kesan adanya persaingan, atau kegiatan serupa lainnya, akan mengakibatkan penghentian perjanjian. Perusahaan menyatakan bahwa Perusahaan tidak akan melakukan tindakan tersebut.

15. It understands that Mercy Corps Indonesia prohibits any of its partners or suppliers from bribing public officials and certifies that it does not do so.

Perusahaan memahami bahwa Mercy Corps Indonesia melarang setiap mitra atau pemasoknya untuk menyuap pejabat publik dan menyatakan bahwa hal itu tidak akan dilakukan.

16. It is not conducting business under other names or aliases that have not been declared to Mercy Corps Indonesia.

Perusahaan tidak melakukan bisnis dengan nama lain atau alias yang belum diberitahukan kepada Mercy Corps Indonesia.

If the Company cannot certify to any of the above it should explain why not. Mercy Corps Indonesia may take the individual circumstances into account for some situations. However, any false certification could be grounds for immediate disqualification and termination of any future agreement.

Apabila Perusahaan tidak dapat menyatakan kebenaran salah satu hal tersebut di atas, maka Perusahaan harus memberikan alasannya. Mercy Corps Indonesia dapat mempertimbangkan setiap keadaan untuk beberapa situasi. Namun, setiap pernyataan yang tidak benar dapat menjadi dasar untuk segera didiskualifikasi dan pemutusan perjanjian di masa yang akan datang

By signing the Supplier Information Form you certify that your Company is eligible to supply goods and services to major donor funded organizations and that all of the above statements are accurate and factual.

Dengan menandatangani Formulir Informasi Pemasok, Anda menyatakan bahwa Perusahaan Anda memenuhi persyaratan untuk memasok barang dan jasa ke organisasi yang didanai oleh donor utama dan semua pernyataan di atas sudah tepat dan sesuai dengan aslinya.

Company Name: _____
Nama Perusahaan

Name of Representative: _____
Nama yang mewakili

Title: _____

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Jabatan

Signature:
Tandatangan

Date:
Tanggal

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Attachment 2 – Price Offer Sheet

Attachment 2 -Price Offer Sheet template

Price Offer Sheet			Mercy Corps Indonesia	
Item Description	Quantity	Unit of Measure	Unit Price	Total Price
Total before Tax:				
VAT (if applicable):				
Total:				
Company Name:				
Name of Representative:				
Title:				
Signature:				
Date:				
Tender#:				

Tender Package — Request for Proposal (RFP)