



**Islamic Relief Kenya**

TENDER DOCUMENT FOR

INSTALLATION OF IRRIGATION SYSTEM FOR IDENTIFIED FARMER GROUPS IN TANA RIVER UNDER  
STEP UP PROJECT

REF NO: IRK/STEPUP/TNR003/10/2024

ISSUED ON: Wednesday, 16<sup>th</sup> OCTOBER 2024

CLOSING DATE: MONDAY, 30<sup>TH</sup> OCTOBER 2024 11.00 AM

NAME AND CONTACT OF PROCURING ENTITY

Islamic Relief Kenya  
Kirichwa Road, off Ngong Road  
P.O.BOX 417 – 00202 KNH, Nairobi  
Email: [procurement.Irk@islamic-relief.or.ke](mailto:procurement.Irk@islamic-relief.or.ke)

*Tender Document for the farm irrigation project and Associated Components under STEPUP project in Dawfarm  
Tana River County.*

## **INSTRUCTION TO BIDDERS**

Established in 1984 in the UK, Islamic Relief is an international NGO seeking to promote sustainable economic and social development by working with local communities through relief and development activities regardless of race, color and religion, and without expecting anything in return.

IR started operations in Kenya in 1993 on orphan's sponsorship program through a local CBO in Mandera District, Northern Kenya. It opened its fully fledged office in March 2006 at the height of drought in the Horn of Africa. Since then, IR has been providing humanitarian and development assistance to vulnerable communities. Over these years it has implemented various development and relief activities in Mandera. This has remarkably changed the lives of the vulnerable and disadvantaged communities. In January 2010, IRK extended its operation to Wajir County and in January 2012 expanded to Garissa and Dadaab, and in October 2017 opened a program office in Kilifi County.

Islamic Relief Kenya focuses on resilience projects namely: Food Security and Livelihoods, Water Sanitation and Hygiene, Cash Transfer Programming, Orphans Support and Sponsorship, women Empowerment, Education and Peace-building.

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Strengthening Economic Prospects of Under Privileged Populations in Kilifi and Tana River Counties of Kenya (STEP UP) is a 24-month project that aims to improve the education, food security and livelihoods, and water and sanitation situations in Kilifi and Tana River Counties in Kenya.

The project aims to improve school infrastructure, provide adequate learning materials and equipment, and improve sanitation facilities in primary schools to increase access, retention, and transition of learners in basic education.

It also aims to reduce unemployment by supporting young adults with modern farming and fishing skills through training, farm tools, and market linkage, improving income and food security for the targeted communities. Additionally, the project plans to construct earth pans that will improve household access to water for farming and livestock use.

The project aims to improve access to clean and safe potable water in Kilifi and Tana River Counties by improving access to solarized boreholes, dams (earth pans), improved sanitation facilities in primary schools and at the community level as well as training of water users' associations on efficient management of water resources.

IRK is planning to undertake DOWFARM irrigation project in Tana River County

A complete set of tender documents may be obtained Free of Charge by interested candidates by downloading from the link provided: Islamic Relief Kenya website: <https://islamic-relief.or.ke>

Complete one tender document in pdf format (**max 15mb**) with subject as tender name and reference number **INSTALLATION OF IRRIGATION SYSTEM FOR IDENTIFIED FARMER GROUPS IN TANA RIVER UNDER STEP UP PROJECT: TENDER: IRK/STEPUP/TNR/003/10/2024** to be submitted via email [tenders@islamic-relief.or.ke](mailto:tenders@islamic-relief.or.ke) no later than Wednesday, 30<sup>th</sup> October, 2024 at 11:00 am

Tenders will be opened immediately thereafter in the presence of bidders or their representatives who choose to attend in the Islamic Relief Boardroom. Any tender documents received later than the deadline will not be accepted.

At the tender opening, IRK will announce the tender's names, total tender price, and such other details as the Employer, at his discretion, may consider appropriate. No tender shall be rejected at the tender opening except for late tenders. Tenders not opened and read out at the tender opening shall not be considered further for evaluation, irrespective of the circumstances.

Prices quoted should be inclusive of all taxes, must be in Kenya shillings and shall remain valid for (60) days from the closing date of tender.

## **INSTRUCTION TO BIDDERS**

**PROCURING ENTITY:** ISLAMIC RELIEF KENYA. P.O BOX 417-00202 KNH, Nairobi

TENDER TITLE: INSTALLATION OF IRRIGATION SYSTEM FOR IDENTIFIED FARMER GROUPS IN TANA RIVER UNDER STEP UP PROJECT.

1. All Tenders above must be accompanied by a Bid Bond at least 10% of the quoted amount valid for 180 days.
2. **Only** tenders submitted electronically will be accepted. Late tenders will be rejected

### **3. Work Scope and Sites Details**

The tender is for undertaking the following components as per Annex I – BoQ and Annex II – Drawings: Installation of Irrigation System for Identified Farmer Groups in Tana River under Step Up Project

### **4. Eligible Bidders**

The invitation for the bids is open to all interested eligible Companies/individuals who are duly registered with the national government, respective County governments and National construction authorities.

### **5. Services**

All services to be done under the contract shall have their measurement and shall not be subcontracted.

### **6. Cost of Bidding**

The bidders shall bear all costs associated with preparation and the submission of its bid & IRK will in no case be responsible for those costs, regardless of the conduct or outcome of the bidding process.

### **7. Clarification of Bidding Documents**

Interested eligible candidates who may want to obtain further information or seek for clarification can do so by sending an email to [Procurement.Irk@islamic-relief.or.ke](mailto:Procurement.Irk@islamic-relief.or.ke) OR +254 727531220 / 2543861216. IRK will respond in writing to any request prior to the deadline.

If you have any concerns – relating to this tender or otherwise – or want to make a complaint, please: Call us on +254 700 200 849 or email us at: [complaints@irworldwide.org](mailto:complaints@irworldwide.org)

## **8. Amendment of Bidding documents**

At any time prior to the deadline for submission of bids, IRK May for any reason, at its own initiative or in response to a clarification requested by a prospective bidder, modify the bidding documents & will be binding on them. The amendment will be notified in writing of all prospective bidders, who have received the bidding documents & will be binding on them. To allow prospective bidders to take the amendment into account in preparing their bids, IRK may, at its discretion, extend the deadline for bid submission.

## **9. Language of the Bid**

The bid prepared by the bidder, as well as all correspondence & documents relating to the bid, supporting documents and printed literature furnished by the bidder shall be written in English language.

## **10. Bid Document Comprises.**

The bid document prepared by the bidder shall comprise of the following:

- a) Each page of the tender document is serialized.
- b) Form of tender signed and stamped by the authorized person.
- c) Tender submitted with tender security as required (bid bond 10% of the quoted amount)
- d) Completed and signed confidential business questionnaire form.
- e) Certified Copy of Certificate of Incorporation/Registration.
- f) Disclosure of business ownership (Directors/ Partners /Sole Proprietor). Attach a copy of CR12 Form
- g) Certified Copy of Current Tax Compliance certificate from Kenya Revenue Authority – must verifiable online –itax
- h) KRA PIN with VAT obligation
- i) Certified Copy of Valid and current Business Permit
- j) Certified copy of Valid registration for National Construction Authority NCA 7 and above - Building works
- k) Bidder to provide self-declaration that the person/tenderer will not engage in any corrupt or fraudulent practice.
- l) Only certified Statement of comprehensive income for the last three years (Max. 3 pages) signed by auditors.
- m) Company Profile with brief business description, physical location, address and company structure (Max. 5 pages).
- n) Evidence of Past Experience in Similar work done for the last 5 years e.g. at least 5 signed contracts supported by LPO and Certificate of Completion
- o) Copy of ID/Passport for Company Owner/Director
- p) Bid bond (10% of the quoted amounts)
- q) Key Technical staff and their CVs (Key people but not more than four CVs)
- r) List of Key Equipment (**only** relevant equipment).
- s) Detailed workplan and methodology statement: Work plan demonstrating flow of work from inception to site hand over) (Max 3 pages)
- t) Bank Statement for 6 months (1st April 2024 – 30<sup>th</sup> September 2024)
- u) Duly filled Tender B.o.Q and forms in the format provided
- v) All copies of certified/mandatory documents must be Certified by a Commissioner of Notary/

Oath.

### **11. Bid Currencies**

The bids prices shall be quoted in Kenya Shillings (KES).

### **12. Bids Prices**

- The potential contractor shall submit his/her bid in the BOQ format provided in Annex I
- The bidders shall indicate the unit price where possible and the total bid price as indicated in the BOQ.
- Prices quoted by the bidder shall be fixed during the performance of the contract.

### **13. Withholding Tax**

IRK shall retain 3% of contract value as withholding tax and remit to the government. A receipt shall be issued for this.

### **14. Retainer**

IRK shall retain 10% of the contract value for a period of 6 months, being defective liability.

### **15. IRK's right to vary quantities at the time of the award**

IRK reserve the right at the time of the award of contract to increase or decrease by up to 10% the quantity of work specified in the technical specification without change of unit price or other terms of condition.

### **16. IRK's right to accept any bid and/or reject any or all bids**

IRK reserves the right to accept any bid and to annul the bidding processes and reject all bids at any time prior to award of contract, without, thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders on the grounds of its action.

### **17. Submission of Bids**

The bidders shall submit their bids in one envelope marked with Tender Name and Reference.

### **18. Evaluation**

18.1 IRK will examine the prequalification documents to determine completeness, general orderliness, sufficiency in responsiveness, price and product brand.

18.2 The potential contractor shall not contact IRK on matters relating to their bid from the time of opening to completion and official communication sent to them. Any effort by the potential contractor to influence IRK in the evaluation shall result in disqualification.

18.3 Prequalification will be based on meeting the minimum criteria regarding the applicant's legal status, general and experience, personnel and financial position as demonstrated by their responses as set in clause

18.4 The applicants **MUST** have registered offices and IRK reserves the discretion of visiting physical premises from which the applicant conducts business if so desired to confirm existence and capability to execute the contract.

18.5 Due diligence shall be undertaken, and any bidder found to be in breach by providing false information shall be disqualified.

## **19. Employment of Minors**

The Contractor shall not employ children in executing the contract. The Contractor shall observe international conventions relating to child labor, namely the UN Convention No.182 on worst forms of child labor and convention No. 138 on the minimum age for admission to employment.

## **20. Criminal Act**

The Contractor undertakes to comply with all applicable laws and to ensure that it does not engage in any kind of criminal activity including but not limited to bribery, fraud, corruption, terrorism and to maintain ethical business practices as well as not to commit any Prohibited Acts defined as: -

- i) To offer, promise or give any person a financial or other advantage.
- ii) To request, agree to receive or accept any financial or other advantage not expressly provided for as an inducement or a reward for the performance of any function or activity in connection with this Agreement.

**BID EVALUATION RATING SCALE**  
**MANDATORY REQUIREMENTS**

No	Description	Mandatory Evaluation (YES/NO)
1	Company Registration Certificate – Mandatory	
2	CR12- issued within the last 3 months	
3	Duly filled forms (Organization details, Grounds for Mandatory Rejection, Grounds for Discretionary rejection form, Bid Value, Financial and declaration)	
4.	Valid Registration with the county government/valid and genuine business permit.	
5.	Valid Registration with (NCA7 and above). (Building Works)	
7	Active KRA PIN – With VAT Obligation	
8	Valid Tax Compliance	
9	Copy of ID/ Passport of the directors	
10	Serialization of the Bid – Bidders shall sequentially serialize all pages of the	

**Note:** Bids that do not include any of the documents listed as mandatory will not be considered for either the technical or financial evaluation.

**TECHNICAL ANALYSIS**

No.	Description	Score
1	Brief Company Profile with verifiable physical location/address	10
2	List of Key Equipment	Owned (Max 15 marks)
		50% Owned – 50% leased (Max - 7)
		100% leased (Max. 5 Marks)
3	List of Key Personnel	(Degrees- 10, HNDs – 6, Diplomas – 4)
4	Number of Years in Operation at least 5 years	1yr - 2 marks 2yrs- 4 marks 3yrs- 6 marks 4yrs- 8 marks 5yrs & above – 10 marks
5	Evidence of past similar works – Contract, LPO & Completion certificates.	-5 or More = (Max. 30 marks)
		4 LPOs, contracts & completion cert. (Max 24 marks)
		3 LPOs, contracts & completion cert. (Max 18 marks)
		2 LPOs, contracts & completion cert. (Max 12)



		1 LPO/contracts/completion cert (Max 4 Marks) Note: the contract/LPOs/completion certificate must be readable, signed and stamped by the issuing authority for authentication.	
6	Detailed work plan and methodology statement	Detailed workplan and methodology statement: Work plan demonstrating flow of work from inception to site hand over) (Max 3 pages)	10
	<b>TOTAL</b>	<b>100</b>	

Note: Bids that do not score 80% or above in the technical analysis will be automatically disqualified and will not be considered for financial evaluation.

### **FINANCIAL ANALYSIS**

No.	Description		Maximum
1	Certified Bank statement for the past six months.	Certified bank statement for 6 months.	25
2	Evidence of a Certified letter of credit from the reputable from reputable bank.	Certified letter (signed & stamped) of credit.	25
	<b>TOTAL</b>		<b>50</b>

Note: Bids that do not score 75% or above in the financial analysis shall not be considered for due diligence.

### **Tender Schedule**

Task	Tentative Tender Schedule
Advertising of tender	Wednesday 16 <sup>th</sup> October 2024
Closing of tender	Wednesday, 30 <sup>th</sup> October 2024 11:00 am
Opening of tender	Wednesday, 30 <sup>th</sup> October 2024 11:00 am
Evaluation	1 <sup>st</sup> - 5 <sup>th</sup> November 2024
Award	6 <sup>th</sup> – 7 <sup>th</sup> November 2024

## MANDATORY QUESTIONNAIRE

### A: Organization and Contact Details

<b>Full Name of Organization</b>			
<b>Date of Registration</b>			
<b>Registration Certificate Number</b>			
<b>Street</b>		<b>Road</b>	
<b>Address</b>		<b>Code</b>	
<b>Town</b>			
<b>Email</b>		<b>Telephone No.</b>	
<b>PIN No.</b>			
<b>Name of Parent Company</b>			
<b>Type of Organization</b>	A Public Limited Company		
	A Limited Company		
	A Limited Liability Partnership		
	Other Partnership		
	Sole Trader		
	Other (Please Specify)		

### Name of Owners

<b>Name</b>	<b>ID/Passport No.</b>	<b>Nationality</b>

### DETAILS FOR CONTACT PERSON

Contact details for enquiries about this PQQ/Business Issues

<b>Name of Staff</b>	
<b>Address</b>	
<b>Post Code</b>	
<b>Town</b>	
<b>Phone</b>	
<b>Mobile</b>	
<b>Email</b>	

### B - Grounds for Mandatory Rejection

#### **Important Notice:**

**In some circumstances IRK is required by law to exclude you from participating further in a procurement. If you cannot answer ‘no’ to every question in this section it is very unlikely that your application will be accepted, and you should contact us for advice before completing this form.**

Please state ‘Yes’ or ‘No’ to each question.

<b>Has your organization or any directors or partner or any other person who has powers of representation, decision or control been convicted of <u>any of the following offences?</u></b>	<b>Answer</b>
(a) A crime	
(b) Corruption	
(c) The offence of bribery;	
(d) Fraud within the meaning of:	
i) Money laundering	
ii) Any other offence	

Has your organization fulfilled obligations related to the payment of social security contributions or the payment of taxes in accordance with the legal? Answer with a “Yes” or “No”	
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### C - Grounds for Discretionary Rejection

#### **Important Notice:**

**IRK is entitled to exclude you from consideration if any of the following apply but may decide to allow you to proceed further. If you cannot answer ‘no’ to every question it is possible that your application might not be accepted. In the event that any of the following do apply, please**

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Tana River County.*

set out (in a separate Annex) full details of the relevant incident and any remedial action taken subsequently. The information provided will be taken into account by IRK in considering whether or not you will be able to proceed any further in respect of this procurement exercise. Please state 'Yes' or 'No' to each question.

<b>Is any of the following true of your organization?</b>	
(a) Is <u>bankrupt</u> or under receivership or bankruptcy restrictions order made against the organization	
(b) <u>Is insolvent</u> ,	
(c) Is the subject of an order by the court winding up otherwise than for the purpose of bona fide reconstruction or amalgamation, or had a receiver, manager or administrator on behalf of a creditor appointed in respect of the company's business or any part thereof or is the subject of similar procedures under the law of any other state?	
<b>Has your organization</b>	
(a) been convicted of a criminal offence relating to the conduct of your business or profession;	
(b) committed an act of grave misconduct in the course of your business or profession;	
(c) failed to fulfil obligations relating to the payment of social security contributions	
(d) failed to fulfil obligations relating to the payment of taxes under the	
(e) been guilty of serious misrepresentation in providing any information required	

#### D – Bid Value & Duration of Supply

<i>Bid Value for the Work</i>	<i>Kshs.</i> _____
<i>Payment Terms</i>	
<i>Duration of Delivery</i>	
<i>Remarks</i>	

#### E - Financial

*Tender Document for the farm irrigation project and Associated Components under STEPUP project in Dawfarm Tana River County.*

<b>1</b>	<b>BANK INFORMATION</b>	
1.1	<i>Bank</i>	
	<i>Branch</i>	
	<i>Account Name</i>	
	<i>Account Number</i>	
	<i>Swift Code</i>	
	<i>Letter From Bank Confirming Account &amp; Credit Facility</i>	

**F** **Declaration** **Declaration**

*Tender Document for the farm irrigation project and Associated Components under STEPUP project in Dawfarm Tana River County.*

2.	<p>I declare that to the best of my knowledge the answers submitted in this bidding document are correct. I understand that the information will be used in the process to assess my organization's suitability to be invited to tender for Islamic Relief's requirement and I am signing on behalf of my organization. I understand that the Contracting Authority may reject this bid if there is a failure to answer all relevant questions fully or if I provide false/misleading information. By signing the bid document, I certify that all of the above statements are accurate and factual.</p> <p style="text-align: center;"><b>FORM COMPLETED BY</b></p>	
2.1	Name:	
2.2	Position:	
2.3	Signature:	
2.4	Date:	
2.5	Stamp:	

## **ANNEX I: B.O.Q**

**ANNEX I: B.O.Q'S  
FARM IRRIGATION PROJECT, TANA RIVERCOUNTY**

**ISLAMIC RELIEF KENYA**

Kirichwa Road  
P.O Box 417-00200, KNH  
Nairobi, Kenya



Tel: 0727531220/0734740074

Email: info@islamic-relief.or.ke

Ref:

Date:

	<u>ITEM DESCRIPTION</u>	<u>U.O.M.</u>	<u>QTY</u>	<u>UNIT PRICE</u>	<u>AMOUNT</u>
	-	<u>(KSH)</u>	-	<u>KSHS</u>	<u>KSHS</u>
<u>1</u>	<b>SUPPLY AND INSTALLATION OF A SURFACE SOLAR PUMP</b>	-	-	-	-
<u>1.1</u>	<p>Supply of 30,000litres per hour solar driven surface pump surface pump to be installed 50m from the bank of River Tana.The pump shall have the following characteristics</p> <p>Pump model type: Pedrollo F40/250B 18.5KW</p> <p>Pump type: Surface pump</p> <p>Motor Rating: 18.5kw</p> <p>Phase: 3phase</p> <p>Output: 30,000litres per hour</p>	<b><u>PCS</u></b>	<b><u>1</u></b>		



1.2	Supply and Installation of an intelligent pump inverter complete with remote dongle. The inverter will be preset and shall be plug and play  Inverter model type: HOBER 22KW  Inverter power rating 22KW	PCS	1		
1.3	Supply and installation of JA solar complete with adapter and combiner box  Panel power Rating: 550watts Panel type : monocrystalline	PCS	60		
1.4	Provision for solar and pump Installation Sundries	LS	1		
1.5	Supply, Fabrication and Erecting of steel solar structure holding 60 pieces of 550Watts solar panels	LS	item		
	<b>SUBTOTAL</b>				
<b>2</b>	<b>PROVISION FOR MASONRY WORK FOR THE CONSTRUCTION OF A PUMP HOUSE</b>				
2.1	Provision for masonry work for construction of a 200mm by 200mm of a pump house 50m away from the river bank. Can also serve as a security house. It will be fitted with steel windows and doors and facing using treated poles and piped wire	LS	item		
	<b>SUBTOTAL</b>				

3	<b>10M HIGH STEEL TANK TOWER AND TANKS INSTALLATIONS</b>				
3.1	Supply, fabrication and installation 10m high steel tank tower to support three 10cubic meters of plastics tanks.	LS			
3.2	Provision for the supply of materials and masonry work for the construction the steel tank tower foundation/base to support the steel tower	LS			
3.3	Supply and Installation of three of 10,000litres tank capacity of Rotto Tanks fully encrypted with Islamic relief logo	PCS	3		
3.4	Provision for plumbing, fitting of the Tanks and pipe laying from the pump house to the tanks	LS	item		
	<b>SUBTOTAL</b>				
4	<b>40 ACRES DRIP IRRIGATION SYSTEM</b>				
4.1	Provide, lay, joint and test the following flexible spigot and socket pipe and fittings with rubber ring joints. Rates to include for all jointly materials, cutting wastage.				
4.2	110MM IRRIGATION FILTER UNIT	PCS	1		
4.3	75MM FERTIGATION UNIT	PCS	7		
4.4	HDPE PIPE 110MM	M	10		
4.5	110MM COUPLING	PCS	3		
4.6	HDPE COMPRESSION ELBOW 110MM	PCS	3		
4.7	HDPE COMPRESSION VALVE 110MM	PCS	3		
4.8	MALE COUPLING 110MM	PCS	5		
	<b>SUB TOTAL</b>				
5	<b><u>MAIN PIPE ALONG FIELD , HYDRANTS AND SUBMAINS</u></b>				

<b>MAINLINE 1</b>					
5.1	Provide, lay, joint and test the following flexible spigot and socket pipe and fittings with rubber ring joints. Rates to include for all jointly materials, cutting wastage.				
5.2	HDPE PIPE 110MM PN 10	MTS	200		
5.3	110/75MM REDUCER	PCS	1		
5.4	HDPE COMPRESSION EQUAL TEE 110X110X75MM	PCS	1		
5.5	75MM COUPLING	PCS	5		
5.6	HDPE ELBOW COMPRESSION COUPLING 90MM	PCS	4		
5.7	HDPE COMPRESSION VALVE 75MM	PCS	7		
5.8	90MM HDPE PIPE	MTS	800		
5.9	HDPE END PLUGS 75MM	PCS	7		
6	HDPE PIPE 75MM PN 8	MTS	1,050		
<b>SUBTOTAL</b>					
<b>6</b>	<b>MAINLINE 2</b>				
6.1	Provide, lay, joint and test the following flexible spigot and socket pipe and fittings with rubber ring joints. Rates to include for all jointly materials, cutting wastage.				
6.2	90MM COUPLING	PCS	3		
6.3	HDPE END PLUG 90MM	PCS	2		
6.4	HDPE COMPRESSION EQUAL TEE 90X90X75MM	PCS	7		
6.5	HDPE COMPRESSION REDUCER 90MM X 75MM	PCS	0		
6.6	90MM ELBOW	PCS	4		
6.7	75MM MALE COUPLING	PCS	14		
6.8	16MM DRIP LATERAL TAKEOFFS	PCS	400		
6.9	16MM LATERAL CONNECTORS	PCS	100		

6.91	provide an amount for the land preparation, including bush clearing, tilling, and beds preparation ready for planting including training of the farmers on drips systems	item	1		
	<b>SUBTOTAL</b>				
<b>7</b>	<b><u>IN-FIELD LATERALS AND DRIPPERS</u></b>				
7.1	DRIP MINI VALVE	PCS	37,500		
7.2	16MM START CONNECTORS C/W RUBBERS	PCS	400		
7.3	16MM 0.4 DRIPLINES	PCS	320		
7.4	16MM END PLUGS	PCS	400		
	<b>SUBTOTAL</b>				
8	MOBILIZATION AND DEMOBILIZATION	LS	1		
8.1	TRENCHING AND BACK FILLING	LS	1		
8.2	supply and installation of solar powered floodlights	LS	3		
	<b>SUB TOTAL</b>				
-	<b><u>TOTAL EXCL. VAT</u></b>	-	-		
-	<b><u>16% VAT</u></b>	-	-		
-	<b><u>PROJECT TOTAL</u></b>		-		

**NOTES**

1. Cost Units are in KES (Kenya Shillings).
2. Area = 1 Acre = 400 sqm (assuming its 80m by 50m)
3. Tanks are raised at a height of 10m and above
4. The land to be subdivided into different plots each irrigated independently
5. Assumed that water is at enough pressure and within 150m from the farm.

Name of Bidder: \_\_\_\_\_

Authorized signature: \_\_\_\_\_

Name of Authorized signatory: \_\_\_\_\_

Functional Title: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Date: \_/2024

Official Stamp:

