

REQUEST FOR QUOTATION (RFQ)

RFQ Reference: LY22-323

Date: 13 September 2022

SECTION 1: REQUEST FOR QUOTATION (RFQ) for the provision of office equipment and furniture to Alheleesy school in Benghazi

International Organisation for Migration (IOM) kindly requests your quotation for the provision of goods, works and/or services as detailed in Annex 1 of this RFQ.

This Request for Quotation comprises the following documents:

Section 1: This request letter

Section 2: RFQ Instructions and Data

Annex 1: Schedule of Requirements

Annex 2: Quotation Submission Form

Annex 3: Technical and Financial Offer

When preparing your quotation, please be guided by the RFQ Instructions and Data. Please note that quotations must be submitted using Annex 2: Quotation Submission Form and Annex 3 Technical and Financial Offer, by the method and by the date and time indicated. It is your responsibility to ensure that your quotation is submitted on or before the deadline. Quotations received after the submission deadline, for whatever reason, will not be considered for evaluation.

Thank you and we look forward to receiving your quotations.

Approved by:

IOM Libya Procurement Unit

SECTION 2: RFQ INSTRUCTIONS AND DATA

Deadline for the Submission of Quotation	27-Sep-2022, 17:00 Libya Time (+2 GMT) If any doubt exists as to the time zone in which the quotation should be submitted, refer to http://www.timeanddate.com/worldclock/ .
Method of Submission	<p>Quotations must be submitted as follows:</p> <p><input type="checkbox"/> E-tendering <input checked="" type="checkbox"/> Email <input type="checkbox"/> Courier / Hand delivery <input type="checkbox"/> Other Click or tap here to enter text.</p> <p>Bid submission address: iomlibyaproposal@iom.int</p> <ul style="list-style-type: none"> ▪ File Format: PDF ▪ File names must be maximum 60 characters long and must not contain any letter or special character other than from Latin alphabet/keyboard. ▪ All files must be free of viruses and not corrupted. ▪ Max. File Size per transmission: 25MB ▪ Mandatory subject of email: LY22-323 ▪ Multiple emails must be clearly identified by indicating in the subject line “email no. X of Y”, and the final “email no. Y of Y. ▪ It is recommended that the entire Quotation be consolidated into as few attachments as possible. ▪ The proposer should receive an email acknowledging email receipt.
Cost of preparation of quotation	IOM shall not be responsible for any costs associated with a Supplier’s preparation and submission of a quotation, regardless of the outcome or the manner of conducting the selection process.
Supplier Code of Conduct	All prospective suppliers must read the UN Supplier Code of Conduct and acknowledge that it provides the minimum standards expected of suppliers to the UN. The Code of Conduct, which includes principles on labour, human rights, environment and ethical conduct may be found at: Supplier Code of Conduct (ungm.org) .
Conflict of Interest	UN encourages every prospective Supplier to avoid and prevent conflicts of interest, by disclosing to UN if you, or any of your affiliates or personnel, were involved in the preparation of the requirements, design, specifications, cost estimates, and other information used in this RFQ.
General Conditions of Contract	Any Purchase Order or contract that will be issued as a result of this RFQ shall be subject to the IOM General Conditions of Contract for provision of goods/services/transportation/medical services available at https://www.iom.int/do-business-us-procurement .
Eligibility	Bidders shall have the legal capacity to enter into a binding contract with IOM and to deliver in the country, or through an authorized representative.
Currency of Quotation	Quotations shall be quoted in USD
Duties and taxes	<p>The International Organization for Migration is exempt from all direct taxes, except charges for public utility services, and is exempt from customs restrictions, duties, and charges of a similar nature in respect of articles imported or exported for its official use. All quotations shall be submitted net of any direct taxes and any other taxes and duties, unless otherwise specified below:</p> <p>All prices shall:</p> <p><input checked="" type="checkbox"/> be inclusive of VAT and other applicable indirect taxes <input type="checkbox"/> be exclusive of VAT and other applicable indirect taxes</p>
Language of quotation and documentation including	English

catalogues, instructions and operating manuals	
Documents to be submitted	Bidders shall include the following documents in their quotation: <input checked="" type="checkbox"/> Annex 2: Quotation Submission Form duly completed and signed <input checked="" type="checkbox"/> Annex 3: Technical and Financial Offer duly completed and signed and in accordance with the Schedule of Requirements in Annex 1 <input type="checkbox"/> Other Click or tap here to enter text.
Quotation validity period	Quotations shall remain valid for 60 Days days from the deadline for the Submission of Quotation.
Price variation	No price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted at any time during the validity of the quotation after the quotation has been received.
Partial Quotes	<input checked="" type="checkbox"/> Not permitted <input type="checkbox"/> Permitted
Payment Terms	<input type="checkbox"/> 100% within 30 days after receipt of goods, works and/or services and submission of payment documentation. <input type="checkbox"/> Other Click or tap here to enter text.
Contact Person for correspondence, notifications and clarifications	Focal Person: Procurement Team E-mail address: aelhuni@iom.int Attention: Quotations shall not be submitted to this address but to the address for quotation submission above.
Clarifications	Requests for clarification from bidders will not be accepted any later than 1 days before the submission deadline. Responses to request for clarification will be communicated via email by 27 September 2022
Evaluation method	<input checked="" type="checkbox"/> The contract will be awarded to the lowest price substantially compliant offer <input type="checkbox"/> Other Click or tap here to enter text.
Evaluation criteria	<input checked="" type="checkbox"/> Full compliance with all requirements as specified in Annex 1 <input checked="" type="checkbox"/> Full acceptance of the General Conditions of Contract <input type="checkbox"/> Comprehensiveness of after-sales services <input checked="" type="checkbox"/> Earliest Delivery /shortest lead time <input checked="" type="checkbox"/> Others (<i>for ex, environmental criteria/considerations, etc</i>)
Right not to accept any quotation	IOM is not bound to accept any quotation, nor award a contract or Purchase Order
Right to vary requirement at time of award	At the time of award of Contract or Purchase Order, IOM reserves the right to vary (increase or decrease) the quantity of services and/or goods, by up to a maximum 40% of the total offer, without any change in the unit price or other terms and conditions.
Type of Contract to be awarded	Purchase Order
Expected date for contract award.	02 October 2022
Policies and procedures	This RFQ is conducted in accordance with Policies and Procedures of IOM
UNGM registration	IOM is encouraging all suppliers to register at the United Nations Global Marketplace (UNGM) website at www.ungm.org . The Bidder may still submit a quotation even if not registered with the UNGM, however, if the Bidder is selected for Contract award of USD 100,000 and above, the Bidder is recommended to register on the UNGM prior to contract signature. For vendors who do not have the technical means to register in UNGM, the UNGM has implemented an assisted vendor registration functionality that allows IOM procurement personnel to add local vendors to the UNGM.

ANNEX 1: SCHEDULE OF REQUIREMENTS

[FOR SERVICES OR WORKS: Insert here the Terms of Reference or Statement of Works and include the appropriate version of Annex 3]

[FOR GOODS: Insert here the following sections and tables adjusted as needed and include the appropriate version of Annex 3]

[FOR GOODS, WORKS AND/OR SERVICES ensure that relevant sustainability criteria are included in requirements including packaging and delivery requirements]

Technical Specifications for Goods:

Item No	Minimum technical requirements	Unit	Quantity
1	Wooden Desk set, consisting of one big size 1.80mX0.9m with Drawers, - Large black Leather wrapping revolving chair for school manager. - 2 Leather wrapping Guest chairs and coffee table, - 2 bookcases shelving units with glass windows - All in the same design as a pack (with locks and keys)	EA	1
2	A Desk set consisting of one desk 0.7 x 1.4CM and a roving chair, two guest chairs, a coffee table, bookcases shelving units with glass windows	EA	4
3	Bookcases, Cabinet (Store case for keeping files) with size 2m height, 1m width & 40cm depth. with 5shelves, steel chassis, and with glass window.	EA	5
4	Pack of a Leather-wrapped Guest Sofa set for school guests and waiting room, 4 single sets and 1double set	EA	1
5	Laptop computers, i7, Ram 8GB, HDD 1TB, ICD 22qin 8 (Windows 10 Pro, antivirus, with a wireless mouse, Microsoft office package, and PDF reader must be installed in)	EA	2
6	Desktop computers, i5, Ram 8GB, HDD 1TB, ICD 22qin 8 (Windows 10 Pro, antivirus, with a wireless mouse, Microsoft office package, and PDF reader must be installed in), the supplier is responsible for installation, operating and testing of computers	EA	20
7	Chairs for teachers' room, leather with steel frame	EA	10
8	Desks for teachers' room, size 1 x 2 m or bigger, wooden with iron frame	EA	4
9	Air conditioner 18 BTU (Including installation, operating, and testing)	EA	10
10	Printer with following specifications Print Speed A4: Up to 18ppm Print Resolution 600 x 600dpi Paper Input (Standard) approx. 150 sheets (Based on 80g/m ²) Paper Output approx. 100 sheets (face down) (Based on 80g/m ²)	EA	5

	<p>Paper Size A4, Legal*1, Letter, Executive, 16K, Envelope COM10, Envelope Monarch, Envelope C5, Envelope DL</p> <p>Paper Weight 60 to 163g/m2</p> <p>Paper Type Plain paper, Heavy Paper, Transparency, Label, Envelope.</p> <p>USB Interface USB 2.0 High Speed</p> <p>Compatible Operating Systems Windows</p> <p>Mac OS 10.7.x-10.9 *3, Linux*3, Citrix</p> <p>Power Requirement 220 - 240V (±10%), 50 / 60Hz (±2Hz)</p> <p>Monthly Duty Cycle: Up to 5,000 pages</p> <p>Cost efficient cartridges</p>		
11	<p>Photocopier, Photocopying speed not less than 25 (A4 paper) per minute, 3in 1 with upper feeder - paper size up to A3, coloured and B&W, touch screen control, USB outlets. (Ensuring that the consumable ink and materials are available in local markets and cheap)</p>	EA	2
12	<p>Scanner,</p> <p>Scanner Type: Desktop flatbed scanner</p> <p>Scanning Modes: Black and White, Error Diffusion, 256-level Grayscale, Scanning speed</p> <p>Ejection pockets - Interface Hi-Speed USB 2.0 (Type B x min 1)</p> <p>Supported Operating System Windows</p> <p>Weight: Max 2.7 kg</p> <p>Document size - Plain Paper (A4 / F4 / LTR)</p> <p>Operating screen, preferably LED</p> <p>Maximum Resolution: 600 dpi</p> <p>Scan Resolution 100 x 100dpi / 150 x 150dpi / 200 x 200dpi / 240 x 240dpi / 300 x 300dpi / 400 x 400dpi / 600 x 600dpi</p>	EA	1
13	<p>Stereo system (Power Amplifier stereo sound),</p>	EA	1

	<p>support USB, AUX, MMC, FM, Bluetooth, MIC, SD Card. With a wireless microphone,</p> <p>coverage reaches 200 meters with obstructs, with 8 speakers (50 Watt RMS each- or more (4 Speakers must be waterproof as they will be exposed to natural factories like sun and rain)</p> <p>installation, cables, attachments, operating and testing is included with the offer.</p>		
14	<p>Projector (Data show) with the following specification: - Technology 3LCD Projection Method Front & Rear Both Native Resolution min. 1920 x 1200 (WUXGA) Brightness min. 3600*3, Contrast Ratio min. 15000:1*1*3 Remotely Controlled Aspect Ratio 16:10 Keystone Correction Manual/Auto Type of Light Source: UHP Lamp Life of Light Source (Hours): min. 10,000 Video Compatibility: NTSC / PAL / SECAM / NTSC4.43 / PAL-M / PAL-N Inbuilt Speaker HDMI/DVI Port Analog RGB In Port Analog RGB Out Port Audio In and Out Video In Storage Media Port USB- Type A Power Supply 210 V-240V, 50-60 Hz Weight max 3.5kg</p>	EA	1
15	<p>A set of Teacher desk and chair, both should be steel legs wooden seat and surface, (lecture desk),</p>	EA	6

16	Double students' desk, wooden, (Desks must be conforming to the specification and standards of the Libyan Ministry of Education)	EA	60
17	Power extension board, 2 meters cable length or longer, the board equipped with 5 universal sockets with 1 master switch - 220V, 50HZ, 2300 Wat	EA	33

Delivery Requirements

Delivery Requirements	
Delivery date and time	Bidder shall deliver the goods Click or tap here to enter text. After Contract signature.
Delivery Terms (INCOTERMS 2020)	DAP
Customs clearance (must be linked to INCOTERM)	<input type="checkbox"/> Not applicable Shall be done by: <input type="checkbox"/> Name of organisation <input checked="" type="checkbox"/> Supplier/bidder <input type="checkbox"/> Freight Forwarder
Exact Address(es) of Delivery Location(s)	Alhelessy school, Benghazi, Libya
Distribution of shipping documents (if using freight forwarder)	N/A
Packing Requirements	NA
Training on Operations and Maintenance	N/A
Warranty Period	NA
After-sales service and local service support requirements	NA
Preferred Mode of Transport	
Other information	NA

ANNEX 2: QUOTATION SUBMISSION FORM

Bidders are requested to complete this form, including the Company Profile and Bidder's Declaration, sign it and return it as part of their quotation along with Annex 3: Technical and Financial Offer. The Bidder shall fill in this form in accordance with the instructions indicated. No alterations to its format shall be permitted and no substitutions shall be accepted.

Name of Bidder:	Click or tap here to enter text.	
RFQ reference:	RFQ LY22-323	Date: 13 September 2022

VENDOR INFORMATION SHEET¹

BIDDER'S DECLARATION OF CONFORMITY²

Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	On behalf of the Supplier, I hereby represent and warrant that neither the Supplier, nor any person having powers of representation, decision-making or control over it or any member of its administrative, management or supervisory body, has been the subject of a final judgement or final administrative decision for one of the following reasons: bankruptcy, insolvency or winding-up procedures; breach of obligations relating to the payment of taxes or social security contributions; grave professional misconduct, including misrepresentation, fraud; corruption; conduct related to a criminal organisation; money laundering or terrorist financing; terrorist offences or offences linked to terrorist activities; child labour and other trafficking in human beings, any discriminatory or exploitative practice, or any practice that is inconsistent with the rights set forth in the Convention on the Rights of the Child or other prohibited practices; irregularity; creating or being a shell company.
<input type="checkbox"/>	<input type="checkbox"/>	On behalf of the Supplier, I further represent and warrant that the Supplier is financially sound and duly licensed.
<input type="checkbox"/>	<input type="checkbox"/>	On behalf of the Supplier, I further represent and warrant that the Supplier has adequate human resources, equipment, competence, expertise and skills necessary to complete the contract fully and satisfactorily, within the stipulated completion period and in accordance with the relevant terms and conditions.
<input type="checkbox"/>	<input type="checkbox"/>	On behalf of the Supplier, I further represent and warrant that the Supplier complies with all applicable laws, ordinances, rules and regulations.
<input type="checkbox"/>	<input type="checkbox"/>	On behalf of the Supplier, I further represent and warrant that the Supplier will in all circumstances act in the best interests of IOM.
<input type="checkbox"/>	<input type="checkbox"/>	On behalf of the Supplier, I further represent and warrant that no official of IOM or any third party has received from, will be offered by, or will receive from the Supplier any direct or indirect benefit arising from the contract.
<input type="checkbox"/>	<input type="checkbox"/>	On behalf of the Supplier, I further represent and warrant that the Supplier has not misrepresented or concealed any material facts during the contracting process.
<input type="checkbox"/>	<input type="checkbox"/>	On behalf of the Supplier, I further represent and warrant that the Supplier will respect the legal status, privileges and immunities of IOM as an intergovernmental organization.

¹ [Vendor Information Sheet.xlsx](#)

² This form is mandatory to fill in and sign by every vendor who submits quotation

Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	On behalf of the Supplier, I further represent and warrant that neither the Supplier nor any persons having powers of representation, decision-making or control over the Supplier or any member of its administrative, management or supervisory body are included in the most recent Consolidated United Nations Security Council Sanctions List (the “UN Sanctions List”) or are the subject of any sanctions or other temporary suspension. The Supplier will immediately disclose to IOM if it or they become subject to any sanction or temporary suspension.
<input type="checkbox"/>	<input type="checkbox"/>	On behalf of the Supplier, I further represent and warrant that the Supplier does not employ, provide resources to, support, contract or otherwise deal with any person, entity or other group associated with terrorism as per the UN Sanctions List and any other applicable anti-terrorism legislation.
<input type="checkbox"/>	<input type="checkbox"/>	On behalf of the Supplier, I further represent and warrant that, the Supplier will apply the highest ethical standards, the principles of efficiency and economy, equal opportunity, open competition and transparency, and will avoid any conflict of interest.
<input type="checkbox"/>	<input type="checkbox"/>	On behalf of the Supplier, I further represent and warrant that the Supplier undertakes to comply with the Code of Conduct, available at https://www.unghm.org/Public/CodeOfConduct .
<input type="checkbox"/>	<input type="checkbox"/>	It is the responsibility of the Supplier to inform IOM immediately of any change to the information provided in this Declaration.
<input type="checkbox"/>	<input type="checkbox"/>	On behalf of the Supplier, I certify that I am duly authorized to sign this Declaration and on behalf of the Supplier I agree to abide by the terms of this Declaration for the duration of any contract entered into between the Supplier and IOM.
<input type="checkbox"/>	<input type="checkbox"/>	IOM reserves the right to terminate any contract between IOM and the Supplier, with immediate effect and without liability, in the event of any misrepresentation made by the Supplier in this Declaration.

Signature: _____

Name: Click or tap here to enter text.

Title: Click or tap here to enter text.

Date: Click or tap to enter a date.

ANNEX 3: TECHNICAL AND FINANCIAL OFFER - GOODS

Bidders are requested to complete this form, sign it and return it as part of their bid along with Annex 2: Quotation Submission Form. The Bidder shall fill in this form in accordance with the instructions indicated. No alterations to its format shall be permitted and no substitutions shall be accepted.

Name of Bidder:	Click or tap here to enter text.	
RFQ reference:	RFQ LY22-323	Date: 13 September 2022

Currency of the Quotation: USD					
INCOTERMS: DAP					
Item No	Description	UOM	Qty	Unit price	Total price
1.	Wooden Desk set, consisting of one big size 1.80m x 0.9m with Drawers, - Large black Leather wrapping revolving chair for school manager. - 2 Leather wrapping Guest chairs and coffee table, - 2 bookcases shelving units with glass windows - All in the same design as a pack (with locks and keys)	EA	1		
2.	A Desk set consisting of one desk 0.7 x 1.4CM and a roving chair, two guest chairs, a coffee table, bookcases shelving units with glass windows	EA	4		
3.	Bookcases, Cabinet (Store case for keeping files) with size 2m height, 1m width & 40cm depth. with 5shelves, steel chassis, and with glass window.	EA	5		
4.	Pack of a Leather-wrapped Guest Sofa set for school guests and waiting room, 4 single sets and 1double set	EA	1		
5.	Laptop computers, i7, Ram 8GB, HDD 1TB, ICD22qin 8 (Windows 10 Pro, antivirus, with a wireless mouse, Microsoft office package, and PDF reader must be installed in)	EA	2		
6.	Desktop computers, i5, Ram 8GB, HDD 1TB, ICD 22qin 8 (Windows 10 Pro, antivirus, with a wireless mouse, Microsoft office package, and PDF reader must be installed in), the supplier is responsible for installation, operating and testing of computers	EA	20		
7.	Chairs for teachers' room, leather with steel frame	EA	10		
8.	Desks for teachers' room, size 1 x 2 m or bigger, wooden with iron frame	EA	4		
9.	Air conditioner 18 BTU (Including installation, operating, and testing)	EA	10		

10.	<p>Paper Size A4, Legal*1, Letter, Executive, 16K, Envelope COM10, Envelope Monarch, Envelope C5, Envelope DL</p> <p>Paper Weight 60 to 163g/m2</p> <p>Paper Type Plain paper, Heavy Paper, Transparency, Label, Envelope.</p> <p>USB Interface USB 2.0 High Speed</p> <p>Compatible Operating Systems Windows</p> <p>Mac OS 10.7.x-10.9 *3, Linux*3, Citrix</p> <p>Power Requirement 220 - 240V (±10%), 50 / 60Hz (±2Hz)</p> <p>Monthly Duty Cycle: Up to 5,000 pages</p> <p>Cost efficient cartridges</p>	EA	5		
11.	<p>Photocopier, Photocopying speed not less than 25 (A4 paper) per minute, 3in 1 with upper feeder - paper size up to A3, coloured and B&W, touch screen control, USB outlets. (Ensuring that the consumable ink and materials are available in local markets and cheap)</p>	EA	2		
12.	<p>Scanner,</p> <p>Scanner Type: Desktop flatbed scanner</p> <p>Scanning Modes: Black and White, Error Diffusion, 256-level Grayscale, Scanning speed</p> <p>Ejection pockets - Interface Hi-Speed USB 2.0 (Type B x min 1)</p> <p>Supported Operating System Windows</p> <p>Weight: Max 2.7 kg</p> <p>Document size - Plain Paper (A4 / F4 / LTR)</p> <p>Operating screen, preferably LED</p> <p>Maximum Resolution: 600 dpi</p> <p>Scan Resolution 100 x 100dpi / 150 x 150dpi / 200 x 200dpi / 240 x 240dpi / 300 x 300dpi / 400 x 400dpi / 600 x 600dpi</p>	EA	1		

13.	<p>Stereo system (Power Amplifier stereo sound), support USB, AUX, MMC, FM, Bluetooth, MIC, SD Card. With a wireless microphone, coverage reaches 200 meters with obstructs, with 8 speakers (50 Watt RMS each- or more (4 Speakers must be waterproof as they will be exposed to natural factories like sun and rain) installation, cables, attachments, operating and testing is included with the offer.</p>	EA	1		
14.	<p>Projector (Data show) with the following specification: - Technology 3LCD Projection Method Front & Rear Both Native Resolution min. 1920 x 1200 (WUXGA) Brightness min. 3600*3, Contrast Ratio min. 15000:1*1*3 Remotely Controlled Aspect Ratio 16:10 Keystone Correction Manual/Auto Type of Light Source: UHP Lamp Life of Light Source (Hours): min. 10,000 Video Compatibility: NTSC / PAL / SECAM / NTSC4.43 / PAL-M / PAL-N Inbuilt Speaker HDMI/DVI Port Analog RGB In Port Analog RGB Out Port Audio In and Out Video In Storage Media Port USB- Type A Power Supply 210 V-240V, 50-60 Hz Weight max 3.5kg</p>	EA	1		

15.	A set of Teacher desk and chair, both should be steel legs wooden seat and surface, (lecture desk),	EA	6		
16.	Double students' desk, wooden, (Desks must be conforming to the specification and standards of the Libyan Ministry of Education)	EA	60		
17.	Power extension board, 2 meters cable length or longer, the board equipped with 5 universal sockets with 1 master switch - 220V, 50HZ, 2300 Wat	EA	33		
Total Price					
Transportation Price					
Insurance Price					
Installation Price					
Training Price					
Other Charges (specify)					
Total Final and All-inclusive Price					

Compliance with Requirements

	You Responses		
	Yes, we will comply	No, we cannot comply	If you cannot comply, pls. indicate counter proposal
Minimum Technical Specifications	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Delivery Term (INCOTERMS)	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Delivery Lead Time	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Warranty and After-Sales Requirements	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Validity of Quotation	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Payment terms	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Other requirements <i>[pls. specify]</i>	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.

Other Information:

Estimated weight/volume/dimension of the Consignment:	Click or tap here to enter text.
Country/ies of Origin: <i>(if export licence required this must be submitted if awarded the contract)</i>	Click or tap here to enter text.

I, the undersigned, certify that I am duly authorized to sign this quotation and bind the company below in event that the quotation is accepted.	
Exact name and address of the company	Authorized Signature:

<p>Company NameClick or tap here to enter text.</p> <p>Address: Click or tap here to enter text. Click or tap here to enter text.</p> <p>Phone No.:Click or tap here to enter text.</p> <p>Email Address:Click or tap here to enter text.</p>	<p>Date:Click or tap here to enter text.</p> <p>Name:Click or tap here to enter text.</p> <p>Functional Title of Authorised Signatory:Click or tap here to enter text.</p> <p>Email Address: Click or tap here to enter text.</p>
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