

Section 4 – Application Forms

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Application Submission Sheet

Date:
 IFP No.:
 ICB No.:

To:

We, the undersigned, apply to be prequalified for the referenced ICB and declare the following:

- (a) We have examined and have no reservations to the Prequalification Document, including Addenda No(s)....., issued in accordance with ITA Clause 8.
- (b) We, including all Subcontractors or Suppliers for any part of the contract resulting from this prequalification process, if any, have nationalities from eligible countries, in accordance with ITA Sub-Clause 4.2.
- (c) We, including any Subcontractors or Suppliers for any part of the contract resulting from this prequalification, do not have any conflict of interest in accordance with ITA Sub-Clause 4.4.
- (d) We, including any Subcontractors or Suppliers for any part of the contract resulting from this prequalification, have not been declared ineligible by ADB in accordance with ITA Sub-Clause 4.5 or by act of compliance with a decision of the United Nations Security Council in accordance with ITA Sub-Clause 4.8. We have not been suspended by the Employer based on execution of a Bid Securing Declaration in accordance with ITA 4.7;
- (e) We are not a government-owned entity¹.
- (f) We, in accordance with ITA Sub-clause 24.1, plan to subcontract the following key activities or parts of the works:
- (g) We declare that the following commissions, gratuities, or fees have been paid or are to be paid with respect to the prequalification process:

Name of Recipient	Address	Reason	Amount
.....
.....

(If none has been paid or is to be paid, indicate "none.")

- (h) We understand that you may cancel the prequalification process at any time and that you are not bound either to accept any Application that you may receive or to invite the prequalified Applicants to bid for the contract subject of this prequalification, without incurring any liability to the Applicants, in accordance with ITA Clause 26.
- (i) We agree to permit ADB or its representative to inspect our accounts and records and other documents relating to the Application for prequalification and to have them audited by auditors appointed by ADB.
- (j) We understand that any misrepresentation that knowingly or recklessly misleads or attempts to mislead the Employer in the prequalification evaluation process may lead to the rejection of the Application.

¹ *Government-owned entities must replace para (e) with the following statement: "We are a government-owned entity but meet the requirements of ITA Sub-Clause 4.6."*

Name

In the capacity of

Signed

Duly authorized to sign the Application for and on behalf of

Date

SAMPLE FOR REFERENCE

Form ELI – 1

Applicant Information Sheet

Date:
 IFP No.:
 ICB No.:
 Page ofpages

Applicant Information	
Applicant's legal name	
In case of JV, legal name of each partner	
Applicant's actual or intended country of constitution	
Applicant's actual or intended year of constitution	
Applicant's legal address in country of constitution	
Applicant's authorized representative (name, address, telephone numbers, fax numbers, e-mail address)	
<p>Attached are copies of the following original documents.</p> <p><input type="checkbox"/> 1. In case of single entity, articles of incorporation or constitution of the legal entity named above, in accordance with ITA Sub-Clauses 4.1 and 4.2.</p> <p><input type="checkbox"/> 2. Authorization to represent the firm or JV named above, in accordance with ITA Sub-Clause 15.3.</p> <p><input type="checkbox"/> 3. In case of JV, letter of intent to form JV or JV agreement, in accordance with ITA Sub-Clause 4.1.</p> <p><input type="checkbox"/> 4. In case of a government-owned entity, any additional documents not covered under 1 above required to comply with ITA Sub-Clause 4.6.</p>	

Form ELI – 2

JV Information Sheet

for JV Partners and Specialist Subcontractors as per ITA 24.2

Date:
 IFP No.:
 ICB No.:
 Page of pages

Each member of a JV and Specialist Subcontractors as per ITA 24.2 must fill in this form.

JV / Specialist Subcontractor Information	
Applicant's legal name	
JV Partner's or Specialist Subcontractor's legal name	
JV Partner's or Specialist Subcontractor's country of constitution	
JV Partner's or Specialist Subcontractor's year of constitution	
JV Partner's or Specialist Subcontractor's legal address in country of constitution	
JV Partner's or Specialist Subcontractor's authorized representative information (name, address, telephone numbers, fax numbers, e-mail address)	
<p>Attached are copies of the following original documents.</p> <p><input type="checkbox"/> 1. Articles of incorporation or constitution of the legal entity named above, in accordance with ITA Sub-Clauses 4.1 and 4.2.</p> <p><input type="checkbox"/> 2. Authorization to represent the firm named above, in accordance with ITA Sub-Clause 15.3.</p> <p><input type="checkbox"/> 3. In the case of government-owned entity, documents establishing legal and financial autonomy and compliance with commercial law, in accordance with ITA Sub-Clause 4.6.</p> <p><input type="checkbox"/> 4. In case of Specialist Subcontractors as per ITA 24.2 a formal intent to enter into an agreement in the form of a letter jointly signed by the Applicant and the Specialist Subcontractor.</p>	

Specialist Subcontractor is a specialist enterprise engaged for highly specialized processes which cannot be provided by the main Contractor.

Form LIT – 1

Pending Litigation and Arbitration

Applicant's Legal Name:
 JV Partner Legal Name:

Date:
 IFP No.:
 ICB No.:
 Page of pages

Each Applicant or member of a JV must fill in this form if so required under Criterion 2.1 of Section 3 (Qualification Criteria).

Pending Litigation and Arbitration			
<input type="checkbox"/> No pending litigation and arbitration <input type="checkbox"/> Below is a description of all pending litigation and arbitration involving the Applicant (or each JV member if Applicant is a Joint Venture).			
Year	Matter in Dispute	Value of Pending Claim in US\$ Equivalent	Value of Pending Claim as a Percentage of Net Worth

Form FIN – 1

Historical Financial Performance

Applicant's Legal Name:

Date:

JV Partner's Legal Name:.....

IFP No.:

ICB No.:

Pageof pages

Each Applicant or member of a JV must fill in this form.

Financial Data for Previous 5 Years [US\$ Equivalent]				
Year 1:	Year 2:	Year 3:	Year 4:	Year 5:

Information from Balance Sheet

Total Assets				
Total Liabilities				
Net Worth				
Current Assets				
Current Liabilities				

Information from Income Statement

Total Revenues				
Profits Before Taxes				
Profits After Taxes				

- Attached are copies of financial statements (balance sheets including all related notes, and income statements) for the last Five years, as indicated above, complying with the following conditions.
- Unless otherwise required by Section 3 (Qualification Criteria), all such documents must reflect the financial situation of the legal entity or entities comprising the Applicant and not the Applicant's parent companies, subsidiaries or affiliates.
 - Historic financial statements must be audited by a certified accountant.
 - Historic financial statements must be complete, including all notes to the financial statements.
 - Historic financial statements must correspond to accounting periods already completed and audited (no statements for partial periods shall be requested or accepted).

Form FIN – 2

Average Annual Construction Turnover

Applicant's Legal Name:
 JV Partner's Legal Name:

Date:
 IFP No.:
 ICB No.:
 Page ofpages

Each Applicant or member of a JV must fill in this form.

The information supplied should be the Annual Construction Turnover of the Applicant or each member of a JV in terms of the amounts billed to clients for each year for work in progress or completed, converted to US Dollars at the rate of exchange at the end of the period reported.

Annual Turnover Data for the Last 3 Years (Construction only)			
Year	Amount Currency	Exchange Rate	US\$ Equivalent
1.			
2.			
3.			
4.			
5			

Average Annual Construction Turnover

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Note:

The above Average Annual Construction Turnover shall be duly certified by the Chartered Accountant/ Company Auditor with cross referencing to the balance sheet/ financial statements of the respective year and under the seal and signature of the certifying person.

Form EXP – 1

Experience in Contracts of Similar Size and Nature

Applicant's Legal Name:
 JV Partner's Legal Name:.....

Date:
 IFP No.:
 ICB No.:
 Page of pages

Fill up one (1) form per contract.

Contract of Similar Size and Nature		
Contract No of	Contract Identification	
Award Date	Completion Date	
Total Contract Amount	US\$ [insert Exchange rate and total contract amount in US\$ equivalent]	
If partner in a JV or Subcontractor, specify participation of total contract amount	Percent of Total	Amount
Employer's Name Address Telephone/Fax Number E-mail		
Description of the similarity in accordance with Criteria 4.1 of Section 3		
<p>Participation in at least one contract that has been successfully or are substantially completed[1], as a prime contractor, joint venture member, management contractor between 01st January, 2007 and application submission deadline, and that is similar to the proposed works.</p> <p>The similarity of the Applicant's participation shall be based on the physical size, nature of works, complexity, methods, technology or other characteristics of the contract as described in Section 6, Scope of Contract. In particular:</p> <p>(a) where the value of the Applicant's participation exceeds \$ 270 Million (INR 1643 Crore) [2] for bridge of any type, And</p> <p>(b) A multispan extradosed or cable stayed or suspension bridge over a water body with each span length not less than 100 meters.</p>	<p>[insert amount in local currency, exchange rate, US\$ in words and in Figures]</p> <p>[insert physical size of items]</p> <p>[insert description of complexity]</p> <p>[insert specific aspects of the methods/technology involved in the contract]</p> <p>[insert rates and items]</p> <p>[insert other characteristics as described in Section 6, Scope of Works]</p>	

Form EXP – 2

Construction Experience in Key Activities

Applicant's Legal Name:
 JV Partner's Legal Name:
 Subcontractor's Legal Name (as per ITA 24.2):.....

Date:
 IFP No.:
 ICB No.:
 Page :ofpages

Fill up one (1) form per contract.

Contract with Similar Key Activities		
Contract No of	Contract Identification	
Award Date	Completion Date	
Total Contract Amount	US\$	
If partner in a JV or Subcontractor, specify participation of total contract amount	Percent of Total	Amount
Employer's Name Address Telephone Number Fax Number E-mail		
Description of key activities in accordance with Criteria 4.2 of Section 3		
For the above or other contracts executed during the period stipulated in 4.1, a minimum experience in the following key activities: Detail design of a multispan extradosed or cable stayed or suspension bridge over a water body with main span length not less than 100 meters.		