

VENDOR PRE-QUALIFICATION QUESTIONNAIRE

Companies, registered organizations and other commercial entities are invited to apply to (BAPCO) to pre-qualify their Company/organization so as to be considered for BAPCO invitations to Bid (ITB) for **Supply of Mineral drinking water for HQ, pump stations, MT, Umdabakir& Jabalain.**

	Information Requested	Contractor/Supplier Response/ Answer	BAPCO Guidance Notes
No		(if space insufficient, add sheet Ref No. on each	(Do not spaces below)
1	Contact Information and Registration		
1.1	The name of your company, entity or organization.		
1.2	Copy of business Registration Certificate/ Certificate of Incorporation.		(Attach certificate and mark with 1.2)
1.3	Address of your company's main or Head office, factory or works and lab.		
1.4	Name of person to contact regarding queries on this questionnaire.		
1.5	Telephone number (s) at main or head office (incl. national/area code).		
1.6	Website address & Email address of main contact.		
1.7	Tax Registration certificate Number and date obtain.		(Attach Tax certificate and mark with 1.7)
2	HSE Procedures & Manuals		
2.1	Does your company have any ISO accreditation (or any other Quality Accreditation)/Local or international (specify)?		
2.2	If yes, what is the name, date, number and issuing authority of your ISO certificate (and/or the other Quality Certificate). Please provide a copy of the mentioned certificate.		(Attach supportive documents and mark with 2.2)
2.3	Do you have a corporate (quality control) or (quality assurance) manual?		(Attach supportive documents and mark with 2.3)
2.4	Do you have QA/QC and / or HSE officer and (or) manager? If no, how do you promote and maintain quality, health, safety & environment?		
2.5	Do your QA/QC HSE staff (or part of them) have QA/QC and (or) HSE professional certificates?		(Attach supportive documents and mark with 2.5)
2.6	Does your procedure include routine HSE inspection & monthly meetings?		
3.	Water Certification and Container Specification and backing		
3.1	Comply with The Sudanese Standard and Metrology Organization (SSMO) specification for drinking water (certificate)? If yes provide a certificate		(Attach certificate and mark with 3.1)
3.2	Chemistry laboratories analysis certificate (from National Health Laboratory)		(Attach certificate and mark with 3.2)
3.3	Microbiological analysis test certificate (From National Health Laboratory).		(Attach certificate and mark with 3.3)

4.	Production		
4.1	Range of products (available sizes of bottles and drums).		
4.2	Submit a clear specification of mineral water.		(Attach supportive documents and mark with 4.2)
4.3	Submit a clear specification of mineral water Container and backing		(Attach supportive documents and mark with 4.3)
4.4	Lead time for delivery.		
4.5	Production Capacity per day for both bottles /drums		
4.6	Does your company has its own drums, if no please specify the source of drums.		
4.7	Does your company has its own lab , if no specify the lab that used for your tests		
5	Experience		
5.1	Number of years in business of supplying and filling mineral water.		(Attach supportive documents and mark with 5.1)
5.2	Provide a list of corporate clients to which the company has done similar work in the last three years.		

Note:

- Please note that BAPCO shall conduct site visit for your company and production line to complete the assessment.
- BAPCO may request a presentation from your side to illustrate some issues.