**Appendix 2**

**Submission form to PLAY INTERNATIONAL**

**Publication reference: RWA/TES/SE01**

Nationality of bidder: .......................................

Contract title: .....................................

Place and date: .................................

1. **Submission presented by :**

**Tenderer's name (Complete name & Acronyme):** ................................................................................................................

**Nationality :** ................................................................................................................

**Name and nationality of partners, if applicable:**

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1. **Designated person (in accordance with power of attorney)**

Name :..................................................................................

Address :..................................................................................

 Telephone:.....................................................................................

Email :..................................................................................

1. **Submission letter**

The Candidate completes the letter below in accordance with the instructions in square brackets. The format of the letter must not be changed].

Date: [Insert the date (day, month, year) of submission of the tender].

Dear Sir/Madam

Having examined the open tender documents, receipt of which we hereby officially acknowledge and in respect of which we have no reservations, we, the undersigned, offer to supply, deliver, install and commission the equipment in accordance with the said open tender documents for lot no. ..................... and for the sum of *.........................................* (*insert the total price of the offer in words and figures RWF inclusive of all taxes*).

The discounts offered and the terms and conditions for applying them are as follows:

*Discounts: If our offer is successful, the following discounts will be granted. [Detail all discounts offered and the items in the bill of quantities and estimates to which they apply]; and terms and conditions for applying the discounts*

We undertake, if our offer is accepted, to carry out and deliver the supply in accordance with the Open Competition Documents and the following Technical Specifications: *(insert brief description)*

We commit ourselves to the terms of this offer for a period of three (3) months from the deadline set for the submission of offers; this offer will continue to bind us and may be accepted at any time before the expiry of this period.

If our offer is accepted, we undertake to obtain a guarantee of proper performance of the contract in accordance with the technical specifications.

Until a contract in due and proper form is prepared and signed, this offer, together with your written acceptance and notification of the award of the contract, shall constitute a binding contract between us.

Our application, and any subcontractors or suppliers involved in connection with any part of the Contract, do not fall under the conditions of exclusion.

We do not find ourselves in a situation of defined conflict of interest with regard to the restricted Request for Proposal.

We are not participating as a subcontractor in the tender documents opened in accordance with the Instructions to Tenderers;

We undertake not to grant or promise to grant to any person involved in any capacity whatsoever in the contract award procedure any undue advantage, pecuniary or otherwise, directly or through intermediaries, with a view to obtaining the contract, and in general to comply with the PLAY International code of ethics and charter.

We hereby certify that, if we are awarded the contract, all the supplies and the materials constituting them, which we will deliver to you, are of the most recent or current model, and include all the latest improvements in terms of design and materials.

It is understood that this offer, and your written acceptance of this offer contained in your notification to us of the award of the Contract, shall serve as the contract between us until such time as a formal contract is drawn up and signed.

We understand that you are not obliged to accept the lowest evaluated bid, or any of the bids you may receive, in accordance with the conditions set out in the technical specifications.

......................................... ...../...../ 2025

Full name (insert the full name of the person signing the offer) and title

*[Signature]*  *[Title]*