

**Application Forms and Documents**

**Form 1: Submission Form**

**Expression of Interest for Supplying IT Equipment for IWMI HQ & Regional Offices**

**Date:** [*insert day, month, year*]

To: Senior Procurement Officer,

International Water Management Institute,

127, Sunil Mawatha,

Pelawatte,

Battaramulla,

Sri Lanka

Dear Madam:

We, the undersigned, hereby apply to be pre-qualified for [insert: title of goods] in accordance with your Request for Expression of Interest (EOI) dated [insert: Date] and our Statements of Qualification. We are hereby submitting our EOI along with required documents in a sealed envelope.

We hereby declare that:

* All the information and statements made in this EOI are true and we accept that any misrepresentation contained in it may lead to our disqualification; We are currently not on the removed or suspended vendor list of World Bank, UN & other agencies,
* We have no outstanding bankruptcy or pending litigation or any legal action that could impair our operation as a going concern; and

We confirm that we have read, understood and hereby accept the terms and conditions of this Request for Expression of interest, and commit ourselves to comply with the IWMI Terms and Conditions of EOI.

We fully understand and recognize that IWMI is not bound to accept this EOI that we shall bear all costs associated with its preparation and submission, and that IWMI will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the evaluation.

We remain,

Yours sincerely,

Authorized Signature [In full and initials]:

Name and Title of Signatory:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Applicant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Details: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[please mark this letter with your corporate seal, if available]