## SECTION 2. Bid Data Sheet

For bid submission purposes only, the Employer's address is:

Attention: Ms. Arcadia Creselda P. Balinas, Chief Administrative Officer, Procurement Division, Administrative Service

Street address: East Service Road, South Luzon Expressway (SLEX), Fort Bonifacio

Floor/Room number: TESDA Administration Building

City: Taguig City

ZIP code: 1630

Country: Philippines

## The deadline for bid submission is:

Date: 24 October 2024

Time: 12:00 NN (Philippine Standard Time)

## SECTION 2. Bid Data Sheet

### ITB 45.1

The procedures for Bidding-Related Complaints are referenced in the Procurement Regulations for ADB Borrowers (Appendix 7). The Bidder should submit its complaint following these procedures, in writing, to:

For the attention: DDG VIDAL D. VILLANUEVA III

Title/position: Chairperson, Bids and Awards Committee

Employer: Technical Education and Skills Development Authority

E-mail address: <u>bacsecretariat siptvets@tesda.gov.ph</u>

## SECTION 2. Bid Data Sheet

### ITB 45.1

The procedures for Bidding-Related Complaints are referenced in the Procurement Regulations for ADB Borrowers (Appendix 7). The Bidder should submit its complaint following these procedures, in writing, to:

For the attention: DDG VIDAL D. VILLANUEVA III

Title/position: Chairperson, Bids and Awards Committee

Employer: Technical Education and Skills Development Authority

E-mail address: <u>bacsecretariat siptvets@tesda.gov.ph</u>







# **Technical Proposal**



### **BIDDER'S QUALIFICATION -**

**ELIGIBILITY** 

## 2.1 Eligibility

Criteria	Criteria Compliance Requirements					
			Joint Venture		Submission	
Requirement	Single Entity	All Partners Combined	Each Partner	One Partner	Requirements	
2.1.1 Nationality						
Nationality in accordance with ITB 4.2.	Must meet requirement	Must meet requirement	Must meet requirement	Not applicable	Forms ELI – 1; ELI – 2 with attachments	
2.1.2 Conflict of Interest						
No conflicts of interest in accordance with ITB 4.3.	Must meet requirement	Must meet requirement	Must meet requirement	Not applicable	Letter of Bid	
2.1.3 ADB Eligibility				i		
Not having been declared ineligible by ADB, as described in ITB 4.4.	Must meet requirement	Must meet requirement	Must meet requirement	Not applicable	Letter of Bid	
2.1.4 Government-Owned Ente	rprise					
Bidder required to meet conditions of ITB 4.5.	Must meet requirement	Must meet requirement	Must meet requirement	Not applicable	Forms ELI - 1, ELI - 2 with attachments	
2.1.5 United Nations Eligibility						
Not having been excluded by an act of compliance with a United Nations Security Council resolution in accordance with ITB 4.8.	Must meet requirement	Must meet requirement	Must meet requirement	Not applicable	Letter of Bid	

#### Form ELI – 1: Bidder's Information Sheet

		Bidder's Information	
		Information of the Bidder	If the Bidder is a subsidiary or branch, information of any parent company/companies
	Full legal name(s)		
Names	Full trading name(s) (if any)		
	Registered address(es)		
Addresses	Trading address(es)		
	Postal address(es) (if different from trading address)		
Type of orga	nization		
Country of constitution/	incorporation/registration		
Year of cons registration	titution/incorporation/		
Corporate or	registration number		
In case of a of each partr	Joint Venture, legal name ner		
(name, address,	horized representative telephone number(s), fax		
number(s), e-ma	il address)		

#### Attached are copies of the following documents.

- In case of a single entity, articles of incorporation or constitution and company incorporation/registration of the legal entity named above, in accordance with ITB 4.1 and ITB 4.2.
- Authorization to represent the firm or Joint Venture named above, in accordance with ITB 20.2.
- In case of a Joint Venture, a letter of intent to form a Joint Venture or Joint Venture agreement, in accordance with ITB 4.1.
- 4) In case of a government-owned enterprise, any additional documents not covered under 1 above required to comply with ITB 4.5

## Submit only ONE (1) ELI-1

### **ATTACHMENTS**

- In case of a single entity, articles of incorporation or constitution and company incorporation/registration of the legal entity named above, in accordance with ITB 4.1 and ITB 4.2. → SEC / DTI CERTIFICATES OF REGISTRATION
- Authorization to represent the firm or Joint Venture named above, in accordance with ITB 20.2. →
   Secretary's Certificate / Board Resolution /
   Power of Attorney
- 3. In case of a Joint Venture, a letter of intent to form a Joint Venture or Joint Venture agreement, in accordance with ITB 4.1.
- 4. In case of a government-owned enterprise, any additional documents not covered under 1 above required to comply with ITB 4.5.

#### Form ELI - 2: Joint Venture Information Sheet

Each partner of the Joint Venture and Specialist Subcontractor must fill out this form separately.

	Joint Ventur	e / Specialist Subcontractor Info	ormation
Bidder's le	gal name		
		Information of Joint Venture Partner or Specialist Subcontractor	If any Joint Venture Partner or Specialist Subcontractor is a subsidiary or branch, information of any parent company/companies
Namaa	Full legal name(s)		
Names	Full trading name(s) (if any)		
	Registered address(es)		
Addresses	Trading address (es)		
	Postal address (es) (if different from trading address)		
Type of org	ganization		
Country of constitution registration	n/incorporation/		
Year of constitution/incorporation/ registration			
Corporate	or registration number		
Joint Venture Partner's or Specialist Subcontractor's authorized representative information			
(name, addres number(s), e-a	s, telephone number(s), fax neil address)		

#### Attached are copies of the following documents.

- Articles of incorporation or constitution and company incorporation/registration of the legal entity named above, in accordance with ITB 4.1 and ITB 4.2.
- Authorization to represent the firm named above, in accordance with ITB 20.2.
- In the case of a government-owned enterprise, documents establishing legal and financial autonomy and compliance with commercial law, in accordance with ITB 4.5.

## **Each member** of the JV must submit ELI-2

### **ATTACHMENTS**

- 1. Articles of incorporation or constitution and company incorporation/registration of the legal entity named above, in accordance with ITB 4.1 and ITB 4.2. → → SEC / DTI CERTIFICATES OF REGISTRATION
- 2. Authorization to represent the firm named above, in accordance with ITB 20.2. → Secretary's Certificate / Board Resolution / Power of Attorney FOR EACH MEMBER OF THE JV
- 3. In the case of a government-owned enterprise, documents establishing legal and financial autonomy and compliance with commercial law, in accordance with ITB 4.5.

Date: ......
OCB No.: .....

### Letter of Bid

The Bidder must accomplish the Letter of Bid on its letterhead clearly showing the Bidder's complete name and address.

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	Invitation for Bid No.:	
То: [	insert complete name of the Employer]	1
We,	the undersigned, declare that:	\
(a)	We have examined and have no reservations to the Bidding Documents, including Addenda issued in accordance with Instructions to Bidders (ITB) Clause 8.	
(b)	We acknowledge that we have read and understand ADB's Anticorruption Policy (1998) and Integrity Principles and Guidelines (2015), both as amended from time to time.	
(c)	We offer to execute in conformity with the Bidding Documents the following Works: [insert narrative]	
(d)	The total price of our Bid, excluding any discounts offered in item (d) below is:	
	[amount of foreign currency in words], [amount in figures], and [amount of local currency in words], [amount in figures]  The total bid price from the Summary of Bill of Quantities for admeasurement contracts or Activity Schedule for lump sum contracts should be entered by the Bidder inside this box. Absence of the total bid price in the Letter of Bid may result in the rejection of the bid.	
(e)	The discounts offered and the methodology for their application are as follows: [insert discounts and methodology for their application if any]	
(f)	Our bid shall be valid for a period of [insert bid validity period as specified in ITB 18.1 of the BDS] days	
subconsultants have any confli If there is any c (i) Parties invo	tors, key officers, key personnel, including any Subcontractors, consultants, manufacturers, service providers or Suppliers for any part of the contract, do not ct of interest in accordance with ITB 4.3.  conflict of interest, please state details:	

- (ii) Details about the conflict of interest:
- We are not participating, as a Bidder, either individually or as partner in a Joint Venture, in more than one Bid in this bidding process in accordance with ITB 4.3(e), other than alternative offers submitted in accordance with ITB 13.
- Our firm, Joint Venture partners, our respective direct and indirect shareholders, directors, key officers, key personnel, associates, parent company, affiliates or subsidiaries, including any Subcontractors, consultants, subconsultants, manufacturers, service providers or Suppliers for any part of the contract, are not subject to, or not controlled by any entity or individual that is subject to, a temporary suspension or a debarment imposed by the Asian Development Bank or a debarment imposed by the Asian Development Bank in accordance with the Agreement for Mutual Enforcement of Debarment Decisions between the Asian Development Bank and other development banks.1
- Our firm, Joint Venture partners, our respective direct and indirect shareholders, directors, key officers, key personnel, associates, parent company, affiliates or subsidiaries, including any

If under ongoing investigation and/or sanction proceedings by the Asian Development Bank or any multilateral development bank, please state details:

- (i) Name of the multilateral development bank: Write "None" "Not Applicable"
- Reason for the ongoing investigation/allegations "None" "Not Applicable"
  - (m) Our firm, Joint Venture partners, our respective direct and intimed areholders, directors, key officers, key personnel, associates, parent company, affiliates or subsidiaries, including any Subcontractors, consultants, subconsultants, manufacturers, service providers or Suppliers for any

If so temporarily suspended, debarred, declared ineligible, or subject to any national and/or international sanctions by any country, any international organization, any multilateral development bank and other donor agency, please state details (as applicable to each Joint Venture partner, their respective direct or indirect shareholders, directors, key officers, key personnel, associate, parent company, affiliate, subsidiaries, Subcontractors, consultants, subconsultants, manufacturers, service providers and/or Suppliers):

- (i) Name of Institution: \_\_\_\_\_\_Write "None" "Not Applicable"
  (ii) Period of the temporary suspension, debarment, ineligibility, or national or international sanction [start and end date]: \_\_\_\_\_\_Write\_"None" "Not Applicable"
  (iii) Reason for the temporary suspension, debarment, ineligibility, or national or international sanction: \_\_\_\_\_\_\_Write\_"None" "Not Applicable"

any Subcontractors, consultants, subconsultants, manufacturers, service providers, Suppliers, key officers, directors and Accessonnel have never been charged or convicted with any criminal offense (including felonies but excluding misdemeanors) or infractions and/or violations of ordinance; nor charged or found liable in any civil or administrative proceedings in the last 10 years;

OR
Write "None"
"Not
Applicable"
"NA" for (i) to
(iv

If so charged, convicted/found liable, under ongoing investigation, or subject to orders, monitorship or enforcement actions, please state details:

- (i) Nature of the offense, violation, proceedings, investigation, and/or monitorship or enforcement actions: \_\_\_\_\_civil\_\_\_\_criminal\_\_\_\_\_
- (ii) Court, area of jurisdiction and/or the enforcement agency: Specify court and venue (i.e. RTC Manila; BIR
- (iii) Resolution [i.e. dismissed; settled; or convicted/duration of penalty provine information
- (iv) Other relevant details [please specify]: Provide information

officers, key personnel, associates, affiliates or subsidiaries, including any Subcontractors, consultants, subconsultants, manufacturers, service providers or Suppliers, can make and receive electronic fund transfer payments through the international banking system or otherwise discharge

If unable to make or receive funds through the international banking system or otherwise discharge the Employer's obligation upon initiation of wire transfer, please state the details:

- (i) Nature of the restriction: Write "None" "Not Applicable"
- (ii) Jurisdiction of the restriction Warite "None" "Not Applicable"
- (iii) Other relevant details: Writh A"None" "Not Applicable"

or services to, or receive any payments from the Employer's country and/or are not prohibited to receive payments for partial a poods or services by the Employer's country by an act of compliance with a decision of the United Nations Security Council taken under Chapter VII of the Charter of the United Nations.

- (q) We understand that it is our obligation to notify the Employer of any changes in connection with the matters described in paragraphs (i), (k), (l), (m), (n), (o), (p) and (t) of this Letter of Bid.
- (r) [We are not a government-owned enterprise] / [We are a government-owned enterprise but meet the requirements of ITB 4.5].<sup>2</sup>
- (s) We have not been suspended nor declared ineligible by the Employer based on execution of a Bid-
- (t) We have paid, or intend to pay, either directly or indirectly, the following commissions, gratuities, or fees with respect to the bidding process or execution of the Contract:<sup>3</sup>

Name of Recipient Address Reason Amount

Write "None" "Not Applicable"

between us, unthe commal contract is prepared and executed.

(v) We understand that you are not bound to accept the lowest evaluated Bid or any other Bid that you may receive.

## Submit only ONE (1) Letter of Bid Int Venture

- (w) At any int Venture partners, directors, key officers, key personnel, associates, parent company, affiliates or subsidiaries, including any Subcontractors, consultants, subconsultants, manufacturers, service providers or Suppliers for any part of the contract to permit ADB or its representative to inspect our site, assets, accounts and records and other documents relating to the bid submission and to have them audited by auditors appointed by ADB. We understand that failure of this obligation may constitute obstructive practice that may result in debarment and/or contract termination.
- (x) Regardless of whether the contract will be awarded to us, we shall preserve all accounts, records and other documents related to bid submission for at least 3 years from the date of submission of the bid or the period prescribed in applicable law, whichever is longer.
- (y) If we are awarded the contract, we shall preserve all accounts, records and other documents related to the procurement and execution of the contract for at least 5 years after completing the works contemplated in the relevant contracts or the period prescribed in applicable law, whichever is longer.
- (z) If our Bid is accepted, we commit to mobilizing key equipment and personnel in accordance with the requirements set forth in Section 6 (Employer's Requirements) and our technical proposal, or as otherwise agreed with the Employer.
- (aa) We certify on behalf of the Bidder, that the information provided in the bid has been fully reviewed, given in good faith, and to the best of our knowledge is true and complete. We understand that it is our obligation to inform the Employer of any changes to the information as and when it becomes known to us. We understand that any misrepresentation that knowingly or recklessly misleads, or attempts to mislead may lead to the automatic rejection of the Bid or cancellation of the contract, if awarded, and may result in remedial actions, in accordance with ADB's Anticorruption Policy (1998, as amended to date) and Integrity Principles and Guidelines (2015, as amended from time to time).

Name	This should be consistent with Form ELI-1 and the attached "authorization".
	apacity of
Duly aut	horized to sign the Bid for and on behalf of
•	

## **BIDDER'S QUALIFICATION -**

**Historical Contract Nonperformance** 

## 2.2.1 History of Nonperforming Contracts

Criteria Compliance Requirements			Documents			
	Single	J	oint Venture	•	Submission	
Requirement	Entity	All Partners Combined	Each Partner	One Partner	Requirements	
Nonperformance of a contract <sup>a</sup> did not occur as a result of contractor default since 1	Must meet requirement	Must meet requirement	Must meet requirement <sup>b</sup>	Not Applicable	Form CON-1	
January 2021						

## In case of a JV, Each member must submit CON-1

#### Form CON - 1: Historical Contract Nonperformance

Each Bidder must fill out this form in accordance with Criteria 2.2.1 and 2.2.3 of Section 3 (Evaluation and Qualification Criteria) to describe any history of nonperforming contracts and pending litigation or arbitration formally commenced against it.

In case of a Joint Venture, each Joint Venture Partner must fill out this form separately and provide the Join Venture Partner's name:

Joint Venture Partner: Write JV Member Name

# Tick the box as applicable

#### **Table 1: History of Nonperforming Contracts** Choose g of the following: No nonperforming contracts. Below is a description of nonperforming contracts involving the Bidder (or each Joint Venture partner if Bidder is a Joint Amount of **Nonperformed Portion Total Contract Amount (PHP** of Contract Year Description (PHP equivalent) equivalent) Contract Identification: [indicate complete [insert amount] [insert amount] [insert year] contract name/number, and any other identification] Name of Employer: [insert full name] Provide complete information Address of Employer: [insert street/city/country] Reason(s) for nonperformance: [indicate main reason(s)]

## **BIDDER'S QUALIFICATION -**

**Historical Contract Nonperformance** 

## 2.2.2 Suspension Based on Execution of Bid-Securing Declaration

Criteria	С	ompliance F	Requirement	ts	Documents	
	Single	J	oint Ventur	е	Submission	
Requirement	Entity	Y   All Dantages   Fact   Ann		Requirements		
Not under suspension based on execution of a Bid-Securing Declaration pursuant to ITB 4.6.	Must meet requirement	Must meet requirement	Must meet requirement	Not applicable	Letter of Bid	

or undergoing investigation for such, or subject to any criminal, civil or administrative orders, monitorship or enforcement actions.

If so charged, convicted/found liable, under ongoing investigation, or subject to orders, monitorship or enforcement actions, please state details:

- (i) Nature of the offense, violation, proceedings, investigation, and/or monitorship or enforcement actions:
- (ii) Court, area of jurisdiction and/or the enforcement agency:
- (iii) Resolution [i.e. dismissed; settled; or convicted/duration of penalty]:
- (iv) Other relevant details [please specify]: \_\_\_\_\_
- (o) Our firm, Joint Venture partners, our respective direct and indirect shareholders, directors, key officers, key personnel, associates, affiliates or subsidiaries, including any Subcontractors, consultants, subconsultants, manufacturers, service providers or Suppliers, can make and receive electronic fund transfer payments through the international banking system or otherwise discharge the Employer's obligation upon initiation of wire transfer.

If unable to make or receive funds through the international banking system or otherwise discharge the Employer's obligation upon initiation of wire transfer, please state the details:

- (i) Nature of the restriction:
- (ii) Jurisdiction of the restriction:
- (iii) Other relevant details:
- (p) Our firm, Joint Venture partners, associates, parent company, affiliates or subsidiaries, including any Subcontractors, consultants, subconsultants, manufacturers, service providers or Suppliers, key officers, directors and key personnel are not from a country which is prohibited to export goods or services to, or receive any payments from the Employer's country and/or are not prohibited to receive payments for particular goods or services by the Employer's country by an act of compliance with a decision of the United Nations Security Council taken under Chapter VII of the Charter of the United Nations.
- (q) We understand that it is our obligation to notify the Employer of any changes in connection with the matters described in paragraphs (i), (k), (l), (m), (n), (o), (p) and (t) of this Letter of Bid.
- (r) [We are not a government-owned enterprise] / [We are a government-owned enterprise but meet
- (s) We have not been suspended nor declared ineligible by the Employer based on execution of a Bid-Securing Declaration in accordance with ITB 4.6.

Name of Recipient Address Reason Amount

- (u) We understand that this Bid, together with your written acceptance thereof included in your notification of award through the issuance of Letter of Acceptance, shall constitute a binding contract between us, until a formal contract is prepared and executed.
- (v) We understand that you are not bound to accept the lowest evaluated Bid or any other Bid that you may receive.

Use one of the two options as appropriate.

<sup>3</sup> If none has been paid or is to be paid, indicate "None".

## **BIDDER'S QUALIFICATION -**

## **Historical Contract Nonperformance**

### 2.2.1 Pending Litigation and Arbitration

Pending litigation and arbitration criterion shall apply.

Criteria	С	Compliance Requirements			
	Single	J	oint Ventur	е	Submission
Requirement	Entity	All Partners Combined	Each Partner	One Partner	Requirements
All pending litigation, arbitration, or other material events impacting the net worth and/or liquidity of the bidder, if any, shall be treated as resolved against the Bidder and so shall in total not represent more than.  50% percent of the Bidder's net worth calculated as the difference between total assets and total liabilities.	Must meet requirement	Not applicable	Must meet requirement	Not applicable	Form CON - 1

## In case of a JV, Each member must submit CON-1

#### Form CON - 1: Historical Contract Nonperformance

Each Bidder must fill out this form in accordance with Criteria 2.2.1 and 2.2.3 of Section 3 (Evaluation and Qualification Criteria) to describe any history of nonperforming contracts and pending litigation or arbitration formally commenced against it.

In case of a Joint Venture, each Joint Venture Partner must fill out this form separately and provide the Join Venture Partner's name:

Joint Venture Partner: Write JV Member Name

# Tick the box as applicable

#### **Table 2: Pending Litigation and Arbitration** oose one of the following: No pending litigation, arbitration or any other material events impacting the net worth and/or liquidity of the bidder. Below is a description of all pending litigation, arbitration involving the Bidder or any other material events impacting the net worth and/or liquidity of the bidder (or each Joint Venture partner if Bidder is a Joint Venture). Value of Value of **Pending Claim** Pending Year Matter in Dispute as a Claim in PHP Percentage of Equivalent **Net Worth** [insert amount] [insert [insert Contract Identification, as applicable: [indicate complete contract amount] year] name/ number, and any other identification] Name of Employer, parties involved in the material events impacting the net worth and/or liquidity of the bidder: [insert full name] Provide complete information Address of Employer, parties involved in the material events impacting the net worth and/or liquidity of the bidder: [insert street/city/country] Matter of Dispute: [indicate full description of dispute] Party who initiated the dispute: [indicate "Employer" or "Contractor"] Status: [indicate status of dispute]

### **BIDDER'S QUALIFICATION -**

**Declaration: Environmental, Health and Safety Past Performance** 

Criteria	С	Compliance Requirements			Documents
	Single	Joint Venture			Submission
been suspended or terminated	Entity	All Partners Combined	Each Partner	One Partner	Requirements
Declare any contracts that have been suspended or terminated and/or performance security called by an employer for reasons related to the non-compliance of any environmental compliance, and, health and safety contractual obligations in the past five years.	Must make the declaration. If the bidder proposes Specialist Sub- contractor/s to meet EQC 2.4.2, those Specialist Sub- contractor/s must also make the declaration	Not applicable	Each partner must make the declaration. If the bidder proposes Specialist Subcontractor/s to meet EQC 2.4.2, those Specialist Subcontractor/s must also make the declaration	Not applicable	Form CON-2

## In case of a JV, Each member must submit CON-2

#### Form CON – 2: EHS Performance Declaration

Each Bidder must fill out this form in accordance with Criterion 2.2.4 of Section 3 (Evaluation and Qualification Criteria).

In case of a Joint Venture, each Joint Venture Partner must fill out this form separately and provide the Joint Venture Partner's name:

Joint Venture Partner: Write JV Member Name

In case of a Specialist Subcontractors, each Specialist Subcontractor must fill out this form and provide the Specialist Subcontractor's name:

Specialist Subcontractor:

# Tick the box as applicable

#### **Environmental and Health and Safety Performance Declaration**

#### in accordance with Section 3 (Evaluation and Qualification Criteria)

- No suspension or termination of contract: An employer has not suspended or terminated a contract and/or called the performance security for a contract for reasons related to Environmental or Health and Safety performance since the date specified in Section 3 (Evaluation and Qualification Criteria), Criterion 2.5.
- Declaration of suspension or termination of contract: The following contract(s) has/have been suspended or terminated and/or Performance Security called by an employer(s) for reasons related to Environmental or Health and Safety performance since the date specified in Section 3 (Evaluation and Qualification Criteria), Criterion 2.5. Details are described below:
- □ Declaration of request for replacement of Key Environment, Health and Safety Personnel: The following contract(s) has/have experienced a request by the Employer to replace Environmental, Health and Safety Personnel for reasons related to Environmental or Health and Safety performance since the date specified in Section 3 (Evaluation and Qualification Criteria), Criterion 2.5. Details are described below:
- □ Declaration of past fatality resulted from EHS issues on site: The following contract(s) has/have experienced a fatality resulted from EHS issues on site since the date specified in Section 3 (Evaluation and Qualification Criteria). Criterion 2.5. Details are described below:

	,,			
Year	Suspended or terminated portion of contract	Contract Identification	Total Contract Amount (current value, currency, exchange rate and PHP equivalent)	
[insert year]		Contract Identification: [indicate complete contract name/ number, and any other identification]	[insert amount]	
		Name of Employer: [insert full name]		
		Address of Employer: [insert street/city/country]	rovide cor	nplete information
		Reason(s) for suspension or termination: [indicate main reason(s) e.g. discharge over environmental limit, workers did not have required health and safety permits to undertake high risk work, work carried out was not adhered to approved		

construction methodology and quality control plan]

### **FINANCIAL SITUATION**

### **Historical Financial Performance**

### 2.3.1 Historical Financial Performance

Criteria	Compliance Requirements				Documents	
			Joint Venture		Submission	
Requirement	Single Entity	All Partners Combined			Requirements	
Submission of audited financial statements or, if not required by the law of the Bidder's country, other financial statements acceptable to the Employer, for the last three (3) years to demonstrate the current soundness of the Bidder's financial position. As a minimum, the Bidder's net worth for the last year, calculated as the difference between total assets and total liabilities should be positive.	Must meet requirement	Not applicable	Must meet requirement	Not applicable	Form FIN - 1 with attachments	