



FOWODE PREQUALIFICATION EXERCISE FY 2026-2029
DEADLINE: 5th JUNE 2026

LIST OF REQUIRED DOCUMENTS FOR BIDDING SUBMISSION

1. Completed filled in bid form clearly indicating category applied for, and receipt number which is given after payment has been made and submitted (attach copy of evidence for tender purchase)
2. Registration certificate/certificate of incorporation/Memorandum and Articles of Association
3. Valid Tax compliance certificate/ Exemption certificate
4. Trading License/Certification and accreditation/Relevant business licenses
5. Company profile/structure with details of Director(s) or contact person(s) and details/Catalogues (Attach copies of national IDs and photos of directors/owners)
6. Audited accounts/Bank statements/Bank Details for the last 6 months
7. Evidence of previous contracts related to the application/Technical competence/References
8. Must have fixed business premises (Attach copy of valid lease, rental agreement or ownership)
9. Must have minimum of 3 years' experience
10. Credit terms must be 30 days from delivery date

Note:

Women-owned businesses, Consultants and upcountry service providers are strongly encouraged to apply.

Service providers who choose to withdraw their previous submission and submit a new bid will be required to pay a new application fee. Please note that fees paid for earlier submissions are non-refundable.