

KINROSS**Tasiast****TASIAST MAURITANIE LIMITED S.A.**

REQUEST FOR PROPOSAL Office Supplies

CHECK LIST for RFP KTS0002

PLEASE NOTE:

The Bidder shall complete the following document and return them as part of his Tender / Bid Proposal, and these completed documents may form an integral part of any subsequent contract, if your bid proposal is successful and is taken forward to the negotiation and award stage of the bid process.

RFP PACKAGE: KTS0002 DOCUMENTS TO BE COMPLETED AND RETURNED BY BIDDER

Stage 1 [Acknowledgement – EXHIBIT “A”].

- **Exhibit “A” – Acknowledgement** - Complete and Sign [*Authorized Signatory*] and return the completed Bidder Acknowledgement Form by no later than September 11, 2017

Stage 2 [Clarification Period which closes on September, 21, 2017]

- Read and understand all documents, and point of clarification shall be asked via email prior to the closure of the Clarification Period of September 21, 2017.

Stage 3 [Following Documents to be Completed and Returned by the Bid Closing Date of September 28, 2017

- **Schedule “A”** – Contract Issue Register Template, to be completed by ALL Bidders
- **Schedule “B” – Goods and Pricing** [Complete ALL Section identified within the Goods and Pricing Document].
- **Schedule “C” – Suppliers Standard of Conduct** - To be completed and returned with Tender Proposals, completed by ALL Bidders
- **Schedule “D” –SDDQ Document** - To be completed and returned with Tender Proposal, completed by Bidders who have never done work previously for Tasiast Mauritanie Limited S.A.

Please ensure that your tender proposal is accompanied by the documents listed above by the due dates identified above