Annex 2

Technical Proposal Form

**Supply of Food Voucher and Provision of Relevant Services**

Vocational Education and Training Programme for Employment (VET4JOB-II)

Company Name:

**The technical proposal should be shared in a packaged format and include the following documents:**

1. **A Comprehensive Breakdown of Proposed Methodology**; *(this document should be submitted as an annex and named Annex-2.1\_* **Methodology***)*

* The methodology section should provide us with a clear understanding of your approach, how to communicate with schools and EF Ankara Office, delivery periods, delivery planning, installation, warranty conditions, after sales support, etc.

1. **Technical Specifications**; *(this document should be submitted as an annex and named Annex-2.2\_* **Technical Specifications***)*

* The technical specifications of the proposed items shall be marked on the supporting documents provided by the bidder, to enable verification of evaluators. Offers with technical specifications that were not fully defined or could not be verified may be rejected by the evaluation committee.
* The proposal shall be structured in a way that allows evaluators to easily compare the requested specifications with the proposed specifications.
* Copying the requested specifications from Column C into the proposed specifications in Column D should be avoided. Column D shall be filled with the actual and complete technical specifications of the products proposed by the bidder (not in the form of a specified range, minimum-maximum values, or threshold limits as stated in the specification). For example, if the requested specification is "minimum Bluetooth 5.2" the proposed specification should be "Bluetooth 5.2, 5.3, etc."
* Unless otherwise specified, the requirements in this Technical Specification represent the minimum standards that the proposed equipment shall meet.
* The Technical Proposal Form shall be submitted both in a completed, signed, and stamped PDF format and a completed Excel format.
* The bidder shall provide necessary supporting documents (catalogue, data sheet, brochure, etc.) related to the proposed products.

**Documents Checklist for the Technical Proposal**

| **No** | **Document Name** | **Annex Name** | **Included ✔** |
| --- | --- | --- | --- |
| **2.1** | **Comprehensive Breakdown of Proposed Methodology** | Annex-2.1\_Methodology | ☐ |
| **2.2** | **2.2. Technical Specifications** | Annex-2.2\_Technical Specifications | ☐ |

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| **We hereby confirm that the technical proposal has been submitted in full compliance with the above checklist.** | |
| **Name of the Authorized Person** |  |
| **Title of the Authorized Person** |  |
| **Signature** |  |
| **Stamp** |  |
| **Date** |  |