	Authority to submit a tender (returnable schedule)	Template Identifier	240-147753143	Rev	1
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Indicate the status of the *tenderer* by ticking the appropriate box hereunder. The *tenderer* must complete the certificate set out below for his category of organisation or alternatively attach a **certified** copy of a company / organisation document which provides the same information for the relevant category as requested here.

A COMPANY	B CLOSE CORPORATION	C PARTNERSHIP	D JOINT VENTURE	E SOLE PROPRIETOR

A. Certificate for company

I, _____, chairperson of the board of directors of _____, hereby confirm that by resolution of the board taken on _____ (date), Mr/Ms _____, acting in the capacity of _____, was authorised to sign all documents in connection with this tender offer and any contract resulting from it on behalf of the company.

Signed:	Date:
Name:	Position: (Chairman of the Board of Directors)

B. Certificate for close corporation


I, _____, member of _____, hereby confirm that by majority vote of the members taken on _____ (date), Mr/Ms _____, acting in the capacity of _____, was authorised to sign all documents in connection with this tender offer and any contract resulting from it on behalf of the company.

Signed:	Date:
Name:	Position: (Member)

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C. Certificate for partnership

We, the undersigned, being the **key partners** in the business trading as _____
 _____ hereby authorise Mr/Ms _____, acting in the capacity of _____
 _____, to sign all documents in connection with the tender offer for Contract _____
 _____ and any contract resulting from it on our behalf.


Name	Address	Signature	Date

NOTE: This certificate is to be completed and signed by the full number of Partners necessary to commit the Partnership. Attach additional pages if more space is required.

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D. Certificate for Joint Venture

We, the undersigned, are submitting this tender offer in Joint Venture and hereby authorise Mr/Ms _____, an authorised signatory of the company _____, acting in the capacity of lead partner, to sign all documents in connection with the tender offer for Contract _____ and any contract resulting from it on our behalf.

This authorisation is evidenced by the attached power of attorney signed by legally authorised signatories of all the partners to the Joint Venture.


Furthermore we attach to this Schedule a copy of the joint venture agreement which incorporates a statement that all partners are liable jointly and severally for the execution of the contract and that the lead partner is authorised to incur liabilities, receive instructions and payments and be responsible for the entire execution of the contract for and on behalf of any and all the partners.

Name of firm	Address	Authorising signature, name and capacity
Lead partner		

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E. Certificate for sole proprietor

I, _____, hereby confirm that I am the sole owner of the business trading as _____.

Signed:	Date:
Name:	Position: (Sole Proprietor)

Note:

- If the form is not completed and signed in full, the tender will be regarded as non-responsive.
- If the tenderer does not complete this form and instead submits a company / organisation document which provides the same information for the relevant category as requested here, the tenderer needs to ensure that a certified copy of the same is submitted, failure to certify the document will result in a non-responsive tender.
- If tendering as a JV, kindly note that both parties of the JV need to sign under the relevant category. A signed power of attorney document needs to be submitted – refer to the highlighted portion above.

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