PREQUALIFICATION FILE – TABLE OF CONTENTS

Folder	Content
Profile of the Company	Area, Factory History, Layout, Organization Chart & Qualification of Personnel, ..etc
PQ Application	Application for Prequalification
Declaration	All Declaration Certificates
EDD Specifications/ Description (SOG) and Technical Drawings	Electricity Distribution Directorate (EDD) Specification/ Description Schedule of Guarantee (SOG). The SOG is included in the specification of the equipment/ material.
Production	Product Range, Capacity, Machineries, …etc.
Quality Assurance	Quality Assurance Set up, In-process Quality Control, Finished Product Quality Control, Rejections
Testing	Testing Facilities, Copy of Routine/ Type Test Certificates From An Approved Independent lab'
Handling	Handling Facilities, Packing & Shipping Arrangements, Storage Facilities
Accreditation & Auditing	ISO Certification and Auditing Frequency
Reference List	History of Supply, Details of Supply Made to GCC Countries
Financial Strength	Last Three Years' Audited Annual Report/ Balance Sheet of the Company, Bank References
Future Plans	Expansion of Capacity, New Items, Collaboration, Mergers, Acquisitions
Photographs	General View, Critical machinery, Test Facilities, …etc.

Note:
All required documents should be provided in English Language and submitted in PDF format (electronic copies on CD or DVD or USB).