

ANNEX F

BIDDER CHECKLIST

- All questions and requests for clarification must be submitted by email to:
achats@fidh.org.
- Complete **Annex C – Commercial Offer Form**.
- Sign and stamp **Annex A – Contract Award Acknowledgement Certificate**.
- Sign and stamp **Annex E – FIDH Code of Ethics**.
- Initial each page of **Annex D – General Conditions of Contract for the Procurement of Services**.
- Complete, sign and stamp all required documents.
- Submit colour scanned copies of **Annexes A, B, C, D, E, F and H** by email with the following subject line:

FIDH AO-SITE 2026

[Bidder's name]

Submission deadline: 08 July 2026, 12:00 noon (Paris time).

Email address for submission:

aosite2026@fidh.org

- The deadline for submitting questions is **30 June 2026, Close of Business (COB)**.
- The opening of the tender is scheduled for **08 July 2026 at 1:00 p.m.**, at the following address:

International Federation for Human Rights (FIDH)

17, passage de la Main d'Or
75011 Paris, France
