

International IDEA Nigeria
Procurement Department
20 Mississippi Street,
Off Alvan Ikoku Way,
Maitama, Abuja FCT.

Re: Reference Check for applicant

Name of Applicant	
Location of Project	
Assignment	Pre-Qualification of Service Providers for Construction and Renovation Works for Nigeria Operations

Dear Sir or Madam,

International IDEA request for Proposals (RFP) for which the above-mentioned service provider has applied. Your organization was listed as a previous partner with whom the service provider has conducted previous work. Please take a few minutes to answer these questions so that we can get a better understanding of the service provider's performance, qualifications, and ability to do work with **International IDEA Nigeria**.

Proven track record in construction and renovation projects as evidenced by minimum of 10 years' professional experience in Quantity Surveying and Architectural Design
1. Has the applicant provided Quantity Surveying and Architectural Design for your organization? - Yes or No. 2. Were you satisfied with Quantity Surveying and Architectural Design for your organization? - Yes or No. 3. This reference is in relation to what contract, please state name of contract/job completion certificates _____
Proven track record in construction and renovation projects as evidenced by minimum of 10 years' professional experience in Civil Engineering or Construction Management
1. Has the applicant provided Civil Engineering or Construction Management for your organization? - Yes or No. 2. Were you satisfied with Civil Engineering or Construction Management for your organization? - Yes or No. 3. This reference is in relation to what contract, please state name of contract/ job completion certificates _____
Proven track record in construction and renovation projects as evidenced by minimum of 10 years' verifiable experience overseeing quality control/quality assurance for civil construction projects.
1. Has the applicant overseen quality control/quality assurance for civil construction projects for your organization? - Yes or No. 2. Were you satisfied with the overseeing of quality control/quality assurance for civil construction projects for your organization? - Yes or No. 3. This reference is in relation to what contract, please state name of contract/ job completion certificates.

Criterion 4: Past Performance & References
1. Has the applicant provided Quality and timely projects for your organization? - Yes or No. This reference is in relation to what contract, please state the name of contract/job completion certificates. -----
2. Has the applicant provided Quality and timely projects for your organization? - Yes or No. This reference is in relation to what contract, please state the name of contract/job completion certificates. -----
Please provide your name, name of Organisation, and contact information below:
Name of referee: Name of Organisation: Mobile number: Signature of referee and date: Signature of Applicant and date: