



DETAIL OF DOCUMENTATION THAT IS REQUIRED SERVICE PROVIDERS

1. LETTER OF INTRODUCTION
2. LEGALIZED COPY OF COMMERCIAL REGISTER'S LICENSE (FUNDEMPRESA) FOR THE LAST ADMINISTRATIVE YEAR
3. CERTIFICATE OF NIT [INDIVIDUAL TAXPAYER'S NUMBER]
4. ARTICLES OF INCORPORATION (INCLUDING ANY MODIFICATIONS AND UPDATES) – LEGALIZED PHOTOCOPIES OF THE DOCUMENTS, REGISTERED IN THE COMMERCIAL REGISTER
5. LEGAL POWER(S) OF ATTORNEY FOR REPRESENTATION – LEGALIZED PHOTOCOPIES, REGISTERED IN THE COMMERCIAL REGISTER
6. COPIES OF THE LEGAL REPRESENTATIVES' ID CARDS
7. EQUITY BALANCE AND AUDITED ACCOUNTING INFORMATION - 3 LAST ADMINISTRATIVE YEARS
8. RECEIPT FOR PAYMENT OF I.U.E. – [INCOME TAX] FOR THE LAST ADMINISTRATIVE YEAR
9. COMPANY'S ORGANIZATIONAL CHART
10. INSURANCE POLICIES
11. LIST OF EXECUTIVE STAFF
12. BANK REFERENCES
13. COMMERCIAL, PROFESSIONAL OR OTHER REGISTRATIONS
14. INTERNAL POLICIES, PROGRAMS AND/OR MANUALS
15. SUBCONTRACTORS' DOCUMENTATION
16. LIST OF PROJECTS
17. EXPERIENCE AND PERFORMANCE TABLES
18. TABLES WITH PERSONNEL
19. LIST OF SERVICES AND/OR MATERIALS OFFERED
20. LIST OF EQUIPMENT
21. DETAIL OF FACILITIES (SPECIFYING LOCATION)
22. ISO CERTIFICATES
23. LETTER OF REPRESENTATION FROM FOREIGN COMPANIES
24. PORTFOLIO OF CLIENTELE
25. LIST OF ANNUAL SALES IN MATERIALS
26. REFERENCES FROM CLIENTS
27. OTHERS (DESCRIBE)

NOTE. Even if, due to the nature or business of the company, it does not correspond or it is not possible to present all the documentation described, we request that, in your presentation package, you respect the numbering given to each document or group of documents above.