Technical Offer Form

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| **Call for offers: *Development of a Project Document*** ***for the implementation of Nature-Based Solutions for Wastewater Treatment in two Rural Areas in the Drin River Basin*** |

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| --- | --- |
| Name of Proposing Company / Organization: |  |
| Country of Registration: |  |
| Name of Contact Person for this Offer: |  |
| Address: |  |
| Phone / Fax: |  |
| Email: |  |

**Selection Criteria**

* **Provide** financial data regarding annual turnover for the last three financial Years
* **Provide** the following information regarding **corporate experience** in recent projects of comparable budget, nature and degree of complexity which are relevant to those required for this Contract (minimum 4 projects over the last 10 years)
* **Provide** information for enrolment in one of the official professional or trade register kept in Participant’s country of registration
* **Provide** the following information regarding **corporate experience** related to the design of a nature-based solution for wastewater treatment plant (e.g. constructed wetland) (minimum 1 project in the last 5 years)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Name of project | Client | Contract Value | Period of activity | Types of activities undertaken | Status or Date Completed | References Contact Details |
|  |  |  |  |  |  |  |
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**Qualification and Experience**

**Section 1: Expertise and work experience**

**Regarding** Expertise and work experience:

* **Provide** the **CV of Team Leader** and the two **Experts** (3 in total) demonstrating qualifications in related areas of expertise, as per section 8 of the ToR. Please use the format below.

|  |  |  |  |
| --- | --- | --- | --- |
| Name: | |  | |
| Position for this Contract: | |  | |
| Nationality: | |  | |
| Contact information: | |  | |
| Countries of Work Experience: | |  | |
| Language Skills: | |  | |
| Educational and other Qualifications: | |  | |
| Summary of Experience: Highlight experience in the region and on similar projects. | | | |
| Relevant Experience (From most recent): | | | |
| Period: From – To | Name of activity/ Project/ funding organisation, if applicable: | Job Title and Activities undertaken/Description of actual role performed: | Referee contact details |
| e.g. June 2014-January 2015 |  |  |  |
|  |  |  |  |

Date: ....................................................................

Signature: …………………………………………….

To be completed and signed by each Expert.

**Section 2:** **Approach and Methodology**

Approach to the Service/Work Required:

* **Provide** a detailed description of the methodology for how the Participant will achieve all objectives and tasks and deliver all outputs as described in the Terms of Reference of the assignment, keeping in mind the appropriateness to local conditions. Maximum 4 pages. You can use any format of your preference.

Risks / Mitigation Measures:

* **Provide** a description the potential risks for the implementation of this assignment that may impact achievement and timely completion of expected results as well as their quality. Describe measures that will be put in place to mitigate these risks. Maximum 2 pages. You can use any format of your preference.