Technical Offer Form

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| **Call for offers: 24/2023/AF Development of Sector Flood Risk management policies in the Drin 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 (pass / fail)**

1. **Provide** financial data regarding average annual turnover for the last three (3) fiscal years being at least equivalent to the maximum amount of this Call. Please provide the Financial Statements (Income Statement and Balance Sheet) of the last three years duly certified by a Public Accountant, and with authentication of receiving by the Government’s Internal Revenue Authority. Include any indication of credit rating, industry rating, etc.
2. **Provide** information of enrollment in one of the official professional or trade register kept in your country of registration.
3. **Provide** information regarding the minimum duration of operation of ten (10) years. Proof to be provided by the related chamber (date of registration).

**Qualification and Experience**

**Section 1: Expertise and work experience**

* **Provide** the following information regarding **corporate experience** in recent projects in the areas of flood risk management of comparable nature and degree of complexity (e.g., development of flood risk polices, management plans and/or strategies at national and/or basin scale). (Minimum 3 projects over the last 10 years) Please use the format below.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Name of project | Client | Contract Value | Period of activity | Types of activities undertaken | Status or Date Completed | References Contact Details  |
|  |  |  |  |  |  |  |
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|  |  |  |  |  |  |  |
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**Regarding Work experience and Education (Required)**

* **Provide** the **CV of Key expert 1: Team Leader – Flood risk management expert** demonstrating qualifications in related areas of expertise, as per specific requirements provided in the in para 73 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 |
|  |  |  |  |
|  |  |  |  |

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

Signature: …………………………………………….

To be completed and signed by the Team Leader.

* **Provide** the **CV of Key expert 2: Renewable energy sources expert (with extended experience in policy analysis/development** demonstrating qualifications in related areas of expertise, as per specific requirements provided in the in para 73 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 |
|  |  |  |  |
|  |  |  |  |

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

Signature: …………………………………………….

To be completed and signed by the Team Leader.

* **Key expert 3: Agricultural (land use) expert (with extended experience in policy analysis/development)** demonstrating qualifications in related areas of expertise, as per specific requirements provided in the in para 73 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 |
|  |  |  |  |
|  |  |  |  |

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

Signature: …………………………………………….

To be completed and signed by the Team Leader.

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

Approach to the Service/Work Required:

* **Provide** detailed description of the methodology describing 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.
* **Provide** information regarding theClimate change expertise and local expertise (knowledge of the three Drin riparian languages: North Macedonian, Albanian, Montenegrin (Serbian, Bosnian, Croatian) is presented. Maximum 5 pages. You can use any format of your preference.