Technical Offer Form

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| **Call for offers: Final Evaluation of the project “Promoting the Sustainable Management of Natural Resources in Southeastern Europe, through the use of the Nexus approach” (ADC 8337-00/2016)** |

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

**Selection Criteria**

* **Provide** information for enrolment in one of the official professional or trade register kept in Participant’s country of registration
* **Provide** information for Excellent writing skills in English

**Qualification and Experience**

**Section 1: Expertise and work experience**

Please note that In the case of a team of experts / company, the required qualifications apply only for the Team Leader, whereas the desired qualifications apply cumulatively.

**Regarding Work Experience – Required and Desired**

* **Provide** the **CV (of Team Leader and other Experts if applicable)** demonstrating **qualifications** in related areas of expertise, as per section 11 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 ofactivity/ Project/ funding organisation, if applicable: | Job Title and Activities undertaken/Description of actual role performed: | Referee contact details |
| e.g. June 2014-January 2015 |  |  |  |
|  |  |  |  |

* **Provide** the following information regarding **experience** as per section 11 of the ToR

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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|  |  |  |  |  |  |  |

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.