ANNEX 3 - Technical Offer Form

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| **Call for offers: provision of works for the**  ***Development of four explainer animation videos*** |

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

**Please Provide the following:**

* **A cover letter** explaining how each of the ‘Selection Criteria and the Qualifications and Experience’ are met
* **A detailed CV** of the person who will be leading/executing the project (2 pages max)
* **Short biographies** (1 paragraph-long) of other experts to be involved in the project (if any);
* **A detailed proposal** describing the approach, methodology and project management;
* **A portfolio** of work showing examples to meet the requirements **(**You will need to provide the links clearly listing the minimum 3 required 2D animations videos)