Technical Offer Form

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| **Call for offers** **Development of a Project Document for a water-energy-agriculture Nexus intervention at the Gjanci reservoir in Korca, Albania** |

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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)**

* **Provide** financial data regarding annual turnover for the last three financial 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** in recent projects of comparable budget, nature and degree of complexity which are relevant to those required for this Contract (minimum 5 projects over the last 10 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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|  |  |  |  |  |  |  |

* **Provide** the **CV of Team Leader** demonstrating qualifications in related areas of expertise, as per section 7 and 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 |
|  |  |  |  |
|  |  |  |  |

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

Signature: …………………………………………….

To be completed and signed by the Team Leader.

**Qualification and Experience**

**Section 1: Expertise and work experience**

**Regarding Work experience (Required)** -

* Providethe **CV of Team Leader** demonstrating qualifications in related areas of expertise. – Same as in section *Selection Criteria (pass / fail)*
* **Provide** the CVs of any further Experts to be engaged in the Assignment, demonstrating qualifications in related areas of expertise. Please use the format below for each one of the proposed experts:

*The inclusion of experts so as the team responds to every area of expertise defined in the table below is mandatory. If the qualifications of an expert cover the requirements of more than one area of expertise, that expert can be also proposed for these other areas. In addition, the Participant may propose -as they deem appropriate- additional experts covering other specific areas of expertise.*

|  |  |
| --- | --- |
| 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 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.