**Please read the instructions below carefully**

INSTRUCTIONS

1. You may not in any other way than as instructed below add information to this document, or otherwise alter or modify this document.
2. Fill only out the fields indicated in blue.
3. Please note that this is an administrbative form. All information referred to in this declaration by you must be found in the technical proposal submitted as part of your tender.

**The Experts nominated, each individually, must meet the following criteria:**

|  |  |
| --- | --- |
| **Minimum criteria M.I.** | **University degree, minimum at Bachelor level, in relevant field (e.g., business administration, human resource management, forestry/agriculture).** |
| ***Description of fulfilment of this criteria*** |  |

|  |  |
| --- | --- |
| **Minimum criteria M.II.** | **Minimum 5 years of relevant working experience in supervisory and/or capacity building roles in forestry, natural resource management and/or human resource management.** |
| ***Description of fulfilment of this criteria*** |  |

|  |  |
| --- | --- |
| **Minimum criteria M.III.** | **Understanding, speaking, and writing English as demanded with respect to all tasks covered by the Terms of Reference** |
| ***Description of fulfilment of this criteria*** |  |

**The Experts nominated, collectively, must meet the following criteria:**

|  |  |
| --- | --- |
| **Minimum criteria M.IV.** | **Minimum 3 years of experience in forest field monitoring and/or inspection services as well as experience with the verification of legal compliance and traceability requirements for forest operations** |
| ***Description of fulfilment of this criteria*** |  |

|  |  |
| --- | --- |
| **Minimum criteria M.V.** | **Minimum 2 years of experience in building technical capacity of FDA/LVD in Liberia.** |
| ***Description of fulfilment of this criteria*** |  |

|  |  |
| --- | --- |
| **Minimum criteria M.VI.** | **At least one practical assignment in building capacity in Quality Management Systems (QMS) for delivering services that meet the ISO 9001 standard’s requirements, or equivalent standard, especially in the public sector.** |
| ***Description of fulfilment of this criteria*** |  |

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**Signature**

Representative authorized to sign on behalf of the Tenderer/Consortium leader, as stated in the identification form