**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 administrative form. All information referred to in this declaration by you must be found in the technical proposal submitted as part of your tender.

The **Tenderer** must meet the following operational capacity criteria:

|  |  |
| --- | --- |
| **Minimum criteria M.I.** | **Experience within the last 3 year in supporting policy reforms in the Central African Republic/Congo Basin, and/or in providing technical assistance in development cooperation programmes in the forestry sector including technical, socio-economic, legal and policy aspects.** |
| ***Description of fulfilment of this criteria*** |  |
| **Minimum criteria M.II.** | **Having implemented one or several contracts with work plan budget of at least EUR 45,000 in the last five years (5) years.** |
| ***Description of fulfilment of this criteria*** |  |

The **Expert** nominated must meet the following criteria:

|  |  |
| --- | --- |
| **Minimum criteria M.III.** | **University degree in public administration or environmental law or forestry or natural resource management or social sciences or business administration or any other related and suitable field of study relevant to the FLEGT VPA.** |
| ***Description of fulfilment of this criteria*** |  |
| **Minimum criteria M.IV.** | **Minimum of four (4) years working experience in the forest sector and/or or natural resource management and/or in multi-stakeholder governance processes (including a range of stakeholders with different interests) and/or in timber trade-related activities.** |
| ***Description of fulfilment of this criteria*** |  |
| **Minimum criteria M.V.** | **Professional proficiency in written and spoken French meaning that the expert can understand, speak and write in French as demanded with respect to all tasks covered by the Terms of Reference.** |
| ***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