**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 in implementing one or several contracts with individual budget of at least EUR 80,000 in the last three (3) years. |
| ***Description of fulfilment of this criteria*** |  |
| **Minimum criteria M.II.** | Experience in the last five years in collaborating in assessment/audit of forest or related commodity traceability system |
| ***Description of fulfilment of this criteria*** |  |

The **Team leader** nominated must meet the following criteria:

|  |  |
| --- | --- |
| **Minimum criteria M.III.** | Master’s degree in forestry, forest science, wood technology, natural resources, law, or related field. |
| ***Description of fulfilment of this criteria*** |  |
| **Minimum criteria M.IV.** | At least 10 years of global/regional (Asia) experience in the forestry or related sector, including areas such as auditing tropical forest management, timber processing industries, and/or related supply chain controls, timber legality assurance systems, certification and forest policy and governance. |
| ***Description of fulfilment of this criteria*** |  |
| **Minimum criteria M.V.** | Experience in international timber trade and legality issues and familiarity with the FLEGT Action Plan, in particular the EU – Indonesia VPA. |
| ***Description of fulfilment of this criteria*** |  |
| **Minimum criteria M.VI.** | Familiarity with Indonesia’s timber legality assurance system and related regulatory frameworks. |
| ***Description of fulfilment of this criteria*** |  |
| **Minimum criteria M.VII.** | Understanding, speaking and writing English as required with respect to all tasks covered by the Terms of Reference in this Tender |
| ***Description of fulfilment of this criteria*** |  |

The **Support Expert(s)** nominated must meet the following criteria:

|  |  |
| --- | --- |
| **Minimum criteria M.VIII.** | Degree in forestry, forest science, wood technology, natural resources, law, or related field. |
| ***Description of fulfilment of this criteria*** |  |
| **Minimum criteria M.VIX.** | At least 5 years of experience in the forestry or related sector in Indonesia, including areas such as forest and/or industry compliance auditing, timber legality assurance systems, certification and forest policy and governance. |
| ***Description of fulfilment of this criteria*** |  |
| **Minimum criteria M.X.** | Knowledge of international timber trade and legality issues and familiarity with EU – Indonesia VPA. |
| ***Description of fulfilment of this criteria*** |  |
| **Minimum criteria M.XI.** | Knowledge of Indonesia’s timber legality assurance system and regulatory framework. |
| ***Description of fulfilment of this criteria*** |  |
| **Minimum criteria M.XII.** | Understanding, speaking and writing English and Bahasa Indonesia as demanded with respect to all tasks covered by the Terms of Reference in this Tender. |
| ***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