**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.** | **Ongoing or experience (in the last 5 years) in collaborating with administrations in charge of agroforestry, trade, and/or public and private institutions in the cocoa sector or in standardization in Cameroon or Central Africa.** |
| ***Description of fulfilment of this criteria*** |  |
| **Minimum criteria M.II.** | **Experience from last three (3) years of implementing one or several contracts with individual budget of at least EUR 65 000.** |
| ***Description of fulfilment of this criteria*** |  |

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

|  |  |
| --- | --- |
| **Minimum criteria M.III.** | **Master’s degree or engineer degree in agriculture and/or natural resources management and/or social sciences and/or a relevant, directly related discipline.** |
| ***Description of fulfilment of this criteria*** |  |
| **Minimum criteria M.IV.** | **10 years' experience in developing, implementing and/or evaluating standards in the cocoa sector.** |
| ***Description of fulfilment of this criteria*** |  |
| **Minimum criteria M.V.** | **Understanding, speaking, and writing French as demanded with respect to all tasks covered by the Terms of Reference in this Tender.** |
| ***Description of fulfilment of this criteria*** |  |

The **National facilitator** nominated must meet the following criteria:

|  |  |
| --- | --- |
| **Minimum criteria M.VI.** | **Master’s degree or engineer degree in agriculture and/or natural resources management and/or social sciences and/or a relevant, directly related discipline.** |
| ***Description of fulfilment of this criteria*** |  |
| **Minimum criteria M.VII.** | **Ten (10) years’ experience leading and coordinating multi-stakeholder processes in on sustainable management of natural resources and/or forestry and/or agriculture in Cameroun and/or Central Africa.** |
| ***Description of fulfilment of this criteria*** |  |
| **Minimum criteria M.VIII.** | **Understanding, speaking, and writing French 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