**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** nominated must meet the following criteria:

|  |  |
| --- | --- |
| **Minimum criteria M.I.** | **Demonstrated experience in supporting companies and other key actors to overcome obstacles to ethical production and trade in the agriculture and forestry sectors.** |
| ***Description of fulfilment of this criteria*** |  |
| **Minimum criteria M.II.** | **Experience from last three (3) years of implementing one or several contracts with similar services with an overall budget of at least EUR 200,000.** |
| ***Description of fulfilment of this criteria*** |  |

The **Team Leader/Chief Advisor** nominated must meet the following criteria:

|  |  |
| --- | --- |
| **Minimum criteria M.III.** | **Master’s degree or PhD in ecology, natural resources management, forestry, environmental policy or a relevant, directly related discipline** |
| ***Description of fulfilment of this criteria*** |  |
| **Minimum criteria M.IV.** | **Ten (10) years’ demonstrated experience leading and coordinating projects on value chain development and sustainable landscape management and/or livelihoods** |
| ***Description of fulfilment of this criteria*** |  |
| **Minimum criteria M.V.** | **Experience in monitoring and evaluation of the impacts of certification and sustainable development projects in agriculture and forestry and in advising on the design of sustainability standards** |
| ***Description of fulfilment of this criteria*** |  |
| **Minimum criteria M.VI.** | **Knowledge of global initiatives promoting accountability on company commitments to protect forests, natural ecosystems, and human rights** |
| ***Description of fulfilment of this criteria*** |  |
| **Minimum criteria M.VII.** | **Understanding, speaking, and writing English as demanded with respect to all tasks covered by the Terms of Reference in this Tender.** |
| ***Description of fulfilment of this criteria*** |  |

The **Expert(s) in value chain development and sustainable landscape management and/or livelihoods** nominated must meet the following criteria:

|  |  |
| --- | --- |
| **Minimum criteria M.VIII.** | **Advanced university degree (Master’s degree or equivalent) in natural resources management, forestry, environmental policy or a relevant, directly related discipline.** |
| ***Description of fulfilment of this criteria*** |  |
| **Minimum criteria M.IX.** | **Five (5) years’ demonstrated experience in value chain development and sustainable landscape management and/or livelihoods** |
| ***Description of fulfilment of this criteria*** |  |
| **Minimum criteria M.X.** | **Experience in implementing, monitoring, or researching conservation or sustainable development projects or strategies** |
| ***Description of fulfilment of this criteria*** |  |
| **Minimum criteria M.XI.** | **Understanding, speaking, and writing English 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