**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.** | **Experience in collaborating with central administration or (sub)national institutions in charge of land-use planning in Cameroon and/or Congo river basin region** |
| ***Description of fulfilment of this criteria*** |  |
| **Minimum criteria M.II.** | **Experience from last three (3) years of implementing one or several contracts with an overall individual budget of at least EUR 50,000** |
| ***Description of fulfilment of this criteria*** |  |

The **Team Leader/Senior Facilitator** nominated must meet the following criteria:

|  |  |
| --- | --- |
| **Minimum criteria M.III.** | **Master’s degree or engineer in governance and/or ecology and/or natural resources management and/or forestry and/or environmental policy and/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 and teams on land-use planning and/or, local governance and development and/or sustainable agriculture and/or forestry in Cameroon and/or Congo river basin region** |
| ***Description of fulfilment of this criteria*** |  |

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

The **Program Coordinator / rural development Expert** must meet the following criteria:

|  |  |
| --- | --- |
| **Minimum criteria M.VI.** | **Degree of higher education, at least 3 years of study, in agronomy and/or forestry and/or ecology and/or natural resources management and/or environmental policy and/or a relevant, directly related discipline** |
| ***Description of fulfilment of this criteria*** |  |
| **Minimum criteria M.VII.** | **Seven (7) years’ demonstrated experience in the field of rural development and/or land-use planning and/or natural resource management and/or forest and/or land-use governance in Cameroon and/or Congo river basin region** |
| ***Description of fulfilment of this criteria*** |  |
| **Minimum criteria M.VIII.** | **Demonstrated field experience in facilitating multiple stakeholder’s concertation at sub-national and/or local level in the field rural development and/or land-use planning and/or natural resource management and/or forest and/or land-use governance** |
| ***Description of fulfilment of this criteria*** |  |
| **Minimum criteria M.IX.** | **Spoken and written fluency in French and English.** |
| ***Description of fulfilment of this criteria*** |  |

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

|  |  |
| --- | --- |
| **Minimum criteria M.X.** | **Master’s degree or engineer in geomatics and/or a relevant, directly related discipline** |
| ***Description of fulfilment of this criteria*** |  |
| **Minimum criteria M.XI.** | **Five (5) years’ demonstrated experience in GIS field (i.e. database management, mapping)** |
| ***Description of fulfilment of this criteria*** |  |
| **Minimum criteria M.XII.** | **Demonstrated experience in supporting the implementation of rural development and/or land use planning and/or agronomic and/or forestry projects** |
| ***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