**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 applied policy and legal analysis in forestry, land use, climate change and international trade and development.** |
| ***Description of fulfilment of this criteria*** |  |
| **Minimum criteria M.II.** | **Experience from last three (3) years of implementing similar services with an overall budget of at least 300,000 EUR.** |
| ***Description of fulfilment of this criteria*** |  |

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

|  |  |
| --- | --- |
| **Minimum criteria M.III.** | **Advanced university degree (Master’s degree or equivalent) in international law, environmental law or a related field.** |
| ***Description of fulfilment of this criteria*** |  |
| **Minimum criteria M.IV.** | **Five (5) years’ demonstrated experience leading and coordinating policy and legal analyses in the context of forestry, land use, climate change and international trade and development.** |
| ***Description of fulfilment of this criteria*** |  |
| **Minimum criteria M.VI** | **Experience participating in multi-stakeholder approaches balancing the interests of international, national and local stakeholders representing civil society, private sector and government.** |
| ***Description of fulfilment of this criteria*** |  |
| **Minimum criteria M.VII.** | **Experience working in two or more countries in Southeast Asia.** |
| ***Description of fulfilment of this criteria*** |  |
| **Minimum criteria M.VIII.** | **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*** |  |

One **expert** must meet the following criteria:

|  |  |
| --- | --- |
| **Minimum criteria M.IX.** | **Five (5) years’ demonstrated experience conducting policy and legal analyses in the context of forestry, land use, climate change and international trade and development.** |
| ***Description of fulfilment of this criteria*** |  |
| **Minimum criteria M.X.** | **Experience working in one or more countries in Southeast Asia.** |
| ***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.** |
|  |  |

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signature**

Representative authorized to sign on behalf of the Tenderer/Consortium leader, as stated in the identification form