



**SECRETARIAT OF THE PACIFIC REGIONAL ENVIRONMENT
PROGRAMME**

TENDER APPLICATION FORM

File: AP 2/35/4

THIS APPLICATION IS FOR THE FOLLOWING TENDER:

Formulation of the Honiara Botanical Gardens Management and Business Plan

1. DETAILS			
NAME OF FIRM <i>(if applicable)</i>			
NAME OF PRINCIPAL CONSULTANT			
LIST OTHER PROPOSED PERSONNEL <i>(if applicable)</i>			
NATIONALITY			
POSTAL ADDRESS		E-MAIL ADDRESS	
TELEPHONE WORK		MOBILE NUMBER	
TELEPHONE HOME		FAX NUMBER	
2. ACADEMIC BACKGROUND (PRINCIPAL APPLICANT & PROPOSED PERSONNEL)			
Dates	Institution/Country	Qualification Attained	
3. WORK EXPERIENCE			
Dates	Employer	Position (briefly list core functions)	
4. PROFESSIONAL AFFILIATIONS/AWARDS			
Dates	Organisation	Member/Award Status	
5. PROFESSIONAL REFEREES (List at least 3 including the most recent relevant to this job)			
Name	Position	Organisation & Contact Details	

6. STATE HOW YOU MEET EACH SELECTION CRITERIA		
CRITERIA 1		
<ul style="list-style-type: none"> At least a University Degree in Forestry, Botany, Landscape Architecture, Environmental studies, Geography, Natural Science and Natural Resources Management. 	•	
CRITERIA 2		
<ul style="list-style-type: none"> At least 5 years work experience working in forestry, botany, landscaping, environment, conservation, natural resources management, and watershed management and climate change related fields. 	•	
CRITERIA 3		
<ul style="list-style-type: none"> Good written and verbal communication in English. 	•	
CRITERIA 4		
<ul style="list-style-type: none"> Experience and ability to consult with communities and other stakeholders especially Government and non-government agencies 	•	
CRITERIA 5		
<ul style="list-style-type: none"> Demonstrate Knowledge and experience in botanical gardens, forestry, community conservation planning and management. 	•	
CRITERIA 6		
<ul style="list-style-type: none"> An understanding of integrated forest management (IFM), landscaping, spatial planning and mapping on Integrated Catchment Management (ICM), Integrated Environmental Management (IEM), Participatory Forest Management (PFM) and Community Based Natural Resource Management (CBNRM). 	•	

CRITERIA 7 <ul style="list-style-type: none"> ▪ Knowledge of and experience in working in Solomon Islands and the Pacific Islands region. ▪ Knowledge of Solomon Island pidgin will be an advantage. 	<ul style="list-style-type: none"> •
7. GENERAL INFORMATION	
Declaration of close relations to any individual who is currently employed at SPREP. Please list name/s and nature of relationship.	
Declaration Tenderer has no association with exclusion criteria, including bankruptcy, fraudulent or negligent practice, violation of intellectual property rights, under a judgment by the court, misrepresentation, corruption, participation in a criminal organization, money laundering or terrorist financing, child labor, and deficiency in capability in complying main obligations.	
Discipline Record (list past employment disciplinary cases or criminal convictions, if any)	
8. ANY OTHER ADDITIONAL INFORMATION APPLICANT WISHES TO SUBMIT	
9. HOW DID YOU LEARN ABOUT THIS TENDER?	
10. CERTIFICATION & AUTHORISATION: All information submitted herewith is true and correct. SPREP has the authority to seek verification of any information provided.	
Signature	Date

The following documents must be attached to this Tender application form:

- Curriculum Vitae – Principal Consultant & Proposed Personnel
- Detailed Financial Proposal
- Enclose a copy of your Business Licence
- Any other relevant information to support this tender application.