

ANNEX II
Technical Proposal Submission Form (Form A)
Request for Quotation: "Drafting of energy efficiency regulation for Palau"

FORM A – Contractor's background information

CRITERIA	RESPONSE BY BIDDER
Name:	
Physical Address:	
Postal Address:	
Telephone Contact:	
Email:	
2 contact details of referees	

FORM B – Qualifications, skills and experience

CRITERIA	RESPONSE BY BIDDER
Degree in law or field relevant to the expected outputs of the consultancy service	
Demonstrated experience in drafting energy related legislation and regulations	
Work experience in the energy sector of PICTs	
Experience in energy efficiency such as appliance energy labelling, energy audits and transport initiatives in the PICTs	
Experience in multi-stakeholder work environments and consultation process	
Communication and project management skills	
Skills in policy and technical writing	
Availability and commitment to perform the tasks	
Excellent command of written and spoken English, [and other languages as relevant]	

Annex III

FINANCIAL PROPOSAL SUBMISSION FORM

Part A: Undertaking

1. I agree that if this proposal is accepted, to enter into an agreement with the Owner, to commence and to complete all the work specified or indicated in the contract documents.
2. In submitting this proposal, I confirm that I have examined all the RFQ documents to provide technical services to support...[title of project].
3. I agree to complete the services for the price stated in the remuneration.

Contractors agree to complete the services for the following price (VIP):

Particulars	Amount (EUR)
Professional fees	
Management and operating costs.	
Total financial offer (inclusive of all taxes)	

Part B: conflicts of interest

1. I confirm that I, my family members, and the organisation or company that I am involved with are independent from SPC. To the best of my knowledge, there are no facts or circumstances, past or present, or that could arise in the foreseeable future, which might call into question my independence.
2. If it becomes apparent during the procurement process that I may be perceived to have a conflict of interest, I will immediately declare that conflict and will cease to participate in the procurement process, unless or until it is determined that I may continue.

OR

1. I declare that there is a potential conflict of interest in the submission of my bid [please provide an explanation with your bid]



Name, Signature

Date

Title _____