**PROPOSAL SUBMISSION FORM**

Date: *[insert date (as day, month and year] of Proposal Submission*]

\* In case of Joint Venture, each party shall complete its information

\*\* In case of individual expert, only “Proposer’s Authorized Representative Information” should be filled, together with financial proposal

|  |  |
| --- | --- |
| Proposer’s Legal Name  |  |
| Country/ies of Registration/Operation |  |
| Year of Registration: |  |
| Legal Address |  |
| Proposer’s Authorized Representative InformationName: Address Telephone/Fax numbers: Email Address: |  |
| Contact person (in case of Joint Venture only one person) |  |

**Financial proposal**

\* In case of Joint Venture, only total offer shall be presented

|  |  |
| --- | --- |
| Financial proposal (without VAT) |  |
| VAT (if applicable) |  |
| Total financial proposal |  |

[insert: *Location*]

*[insert: Date*

To: PAP/RAC

Dear Sir/Madam:

 We/I[[1]](#footnote-1), the undersigned, hereby offer to provide professional services for **Recommendations for coordinated implementation of regionally relevant sectoral policies** in accordance with your Request for Proposal dated 10/26/2018. We/I (are) hereby submitting our Proposal, which includes the proof of qualifications and Financial Proposal.

We/I hereby declare that:

1. All the information and statements made in this Proposal are true and we/I accept that any misrepresentation contained in it may lead to our/my disqualification;
2. We/I have no outstanding bankruptcy or pending litigation or any legal action that could impair our/my operation as a going concern.

We/I confirm that we/I have read, understood and hereby accept the Terms of Reference describing tasks required of us in this Call.

We/I agree to abide by this Proposal for 30 days.

 We/I undertake, if our/my Proposal is accepted, to initiate the services not later than the date indicated in the Terms of Reference.

We/I fully understand and recognize that PAP/RAC is not bound to accept this proposal, that we/I shall bear all costs associated with its preparation and submission, and that PAP/RAC will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the evaluation.

We/I remain,

Yours sincerely,

Name and Title of Signatory[[2]](#footnote-2):

Name of Company (*if applicable*):

Authorized Signature:

1. Adjust as appropriate [↑](#footnote-ref-1)
2. In case of Joint Venture authorised representatives of all participating entities shall be named and signed [↑](#footnote-ref-2)