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| **Publication reference:** | **03-2025** |
| **Project Title:** | **One voice for LGAs in Albania, phase 2** |
| **Subject of the contract:** | **Expert on Local Government Association Development** |
| **Contracting Authority:** | **NALAS Network of Associations of Local Authorities of South-East Europe, Branch in Albania** |

**TENDERER’SINFORMATION**

Submitted by:

|  |  |
| --- | --- |
|  | **Entity or entities submitting this tender** |
| **Tenderer** |  |

Contact person:

|  |  |
| --- | --- |
| **Name** |  |
| **Address** |  |
| **Telephone** |  |
| **E-mail** |  |

**TENDERER’S STATEMENT**

I, the undersigned, being the authorised signatory of the above tenderer, hereby declare that I have examined and accept without reserve or restriction the entire contents of the tender dossier for the tender procedure referred to above. I offer to provide the services requested in the tender dossier and ToRs on the basis of the following documents, which comprise the technical offer and the financial offer, which is submitted in a separate, sealed envelope:

1. Cover Letter, explaining the consultant’s suitability for the assignment, as specified in this ToR;
2. Proposed approach / methodology;
3. Detailed CV of the consultant that clearly demonstrates how the consultant meets the criteria stated in the tender dossier.

In addition to that I confirm that I am fully eligible for providing services under a contract financed by the Swiss Confederation, represented by the Swiss Federal Department of Foreign Affairs, acting through Embassy of Switzerland in Albania. I confirm that I am not in any of the situations that would exclude us from competing in this tender procedure.

**TECHNICAL OFFER**

As specified in the CV and other supporting documents.

**FINANCIAL OFFER**

The **Daily Fee** for this service contract is: \_\_\_\_\_\_\_\_\_\_\_

**\_\_\_\_\_\_\_\_\_\_\_\_\_ EUR** (please insert total price in EURO for 30 working days) without VAT.

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| --- | --- |
| **Name Surname** |  |
| **Signature** |  |
| **Date** |  |