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**Request for Proposals:**

**Establishment of a Digital Platform within the project:**

**Increasing the Integrity of Public Procurement**

**Application Form**

Please use the following form to submit your application.

**Technical Proposal**

1. **Company: experience and track record**
   1. **Company**

|  |  |  |
| --- | --- | --- |
|  | **General information about the organization** | |
| **1** | **Name of the organization & name of the applicant** |  |
| **2** | **IDNO** *(tax code) of the organization* |  |
| **3** | **Legal address** *(street, no., postal code, locality)* |  |
| **4** | **Postal address** *(address of the office where project team operates)* |  |
| **5** | **Contact phone** *(for official communication)* |  |
| **6** | **Web page** |  |
| **7** | **Other internet presence (LinkedIn, Facebook; Twitter, etc.)** |  |
| **8** | **E-mail** *(for official communication)* |  |
| **9** | **Director** *(first name, last name)* |  |
| **10** | **Office/mobile phone of the director** |  |
| **11** | **Director's email** |  |
| **12** | **Experience** |  |

***Please attach company profile: description of the organization including portfolio and relevant prior projects to describe experience and track record***

* 1. **Project Team**

|  |  |  |  |
| --- | --- | --- | --- |
| **No.** | **Name** | **Qualification**  *Short description of role, please attach all CVs* | **Daily Rate**  *All-inclusive rate including VAT* |
| **1** |  |  |  |
| **2** |  |  |  |
| **3** |  |  |  |

***Please attach the CVs of all team members.***

1. **Methodology**

**Deliverables**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No.** | **Deliverable**  *see section 3 for details* | **Description of Approach**  *short description of how the deliverable will be produced and what it will look like* | **Team** | |
| **Lead**  *one team member responsible for this deliverable*  *(including working days allotted)* | ***Support***  *all team members contributing to the production of this deliverable*  *(including working days allotted)* |
| **1** | **Concept** |  |  |  |
| **2** | **Beta Version** |  |  |  |
| **3** | **Go Live** |  |  |  |
| **4** | **Handover Workshop** |  |  |  |
| **5** | **Operation** |  |  |  |

**Financial Proposal**

1. **Budget**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **No.** | **Deliverable** | **Team** | | | **Budget**  *(in USD, including VAT)* |
| **Team member** | **Level of efforts**  *in working days* | **Daily Rate**  *all-inclusive rate incl. VAT* |
| **1** | **Concept** | 1. Team member: **XXX** |  |  |  |
| 2. Team member: **XXX** |  |  |  |
| *etc. (add lines as required)* |  |  |  |
| **2** | **Beta Version** | 1. Team member: **XXX** |  |  |  |
| 2. Team member: **XXX** |  |  |  |
| **3** | **Go Live** | 1. Team member: **XXX** |  |  |  |
| 2. Team member: **XXX** |  |  |  |
| **4** | **Handover Workshop** | 1. Team member: **XXX** |  |  |  |
| 2. Team member: **XXX** |  |  |  |
| **5** | **Operation** | 1. Team member: **XXX** |  |  |  |
| 2. Team member: **XXX** |  |  |  |
| **Total budget** | | | | |  |

1. **Confirmation**

By signing this form, the applicant confirms that:

* The data provided in this application is correct and authentic.
* The organization applying is not undergoing a seizure of accounts.
* The organization applying confirms the absence of debts to the National Public Budget.
* All necessary measures have been taken in the preparation of this project proposal to prevent any conflict of interest that may compromise the impartial and objective implementation of the monitoring project.

**Place, Date Signature**

This Application Form is prepared within the [“Increasing Integrity in Public Procurement”](http://viitorul.org/en/content/integrity-public-procurement-moldova) project. The project is implemented by the Institute for Development and Social Initiatives (IDIS) Viitorul, in cooperation with the Partnership for Transparency (PTF) and it aims to support public procurement reforms in Moldova that will increase transparency and fairness in public procurement by empowering citizens to hold relevant institutions accountable.