





Proposals in any other format will significantly increase the time it takes to evaluate, and such

IUCN will evaluate technical proposals with regards to each of the following criteria and their relative importance (please see attachment 1 for details on each item along with information to provide):

	<b>Description</b>	<b>Relative weight</b>
1	<b>Design and branding</b>	15%
2	<b>Accessibility</b>	15%
3	<b>Integration with IUCN systems</b>	15%
4	<b>Interactive member capabilities</b>	15%
5	<b>Community user engagement</b>	10%
6	<b>Administration and management</b>	10%
7	<b>Services and support to the client</b>	10%

responsibility to determine whether such taxes apply to your organisation and to include them in your financial offer.

4.5.3. *Applicable Goods and Services Taxes*

Proposal rates and prices shall be exclusive of Value Added Tax.

4.5.4. *Currency of proposed rates and prices*

All rates and prices submitted by Proposers shall be in Swiss Francs [CHF].

4.5.5. *Breakdown of rates and prices*

Please provide the costs for the options A, B and the a la carte costs. The expenses of any third-party tools or services required to be utilised must be included in the quote.

Price overview A (basic costs):

**Description**

Costs for technical support	
Costs for custom development	
Other costs (please itemise)	

**Technical: 70%**  
**Financial: 30%**

Thus, for example, if your technical score is 83% and your

- 7.3. You must complete and sign the Declaration of Undertaking (see Attachment 2).
- 7.4. If you are participating in this procurement as a member of a joint venture, or are using sub-contractors, submit a separate Declaration of Undertaking for each member of the joint venture and sub-contractor, and be clear in your proposal which parts of the goods/services are

## 11. ABOUT IUCN

IUCN is a membership Union uniquely composed of both government and civil society organisations. It provides public, private and non-governmental organisations with the knowledge and tools that enable human progress, economic development and nature conservation to take place together.

Headquartered in Switzerland, IUCN Secretariat comprises around 1,000 staff with offices in more than 50 countries.

Created in

harnessing the knowledge, resources and reach of more than 1,400 Member organisations and some 15,000 experts. It is a leading provider of conservation data, assessments and analysis. Its broad membership enables IUCN to fill the role of incubator and trusted repository of best practices, tools and international standards.

IUCN provides a neutral space in which diverse stakeholders including governments, NGOs, scientists, businesses, local communities, indigenous peoples organisations and others can work together to forge and implement solutions to environmental challenges and achieve sustainable development.

Working with many partners and supporters, IUCN implements a large and diverse portfolio of conservation projects worldwide. Combining the latest science with the traditional knowledge of local communities, these projects work to reverse habitat loss, restore ecosystems and -being.

[www.iucn.org](http://www.iucn.org)

<https://twitter.com/IUCN/>

## 12. ATTACHMENTS

Attachment 1 *Specification of Requirements / Terms of Reference*

Attachment 2 *Declaration of Undertaking (select 2a for companies or 2b for self-employed as applicable to you)*

Attachment 3 *Contract Template*