



- x Pre-Qualification Information (see Section 4.3 below)
- x Technical Proposal (see Section 4.4 below)
- x Financial Proposal (see Section 4.5 below)

Proposals must be prepared in English.

- 4.2. Your Proposal must be submitted by email to the Secretariat Contact (see Section 2). The subject heading of the email shall be [RfP Reference – bidder name]. The bidder name is the name of the company/organisation on whose behalf you are submitting the Proposal, or your own surname if you are bidding as a self-employed consultant. Your Proposal must be submitted in PDF format. You may submit multiple emails suitably annotated, e.g. Email 1 of 3, if attached files are too large to suit a single email transmission. You may not submit your Proposal by uploading it to a file-





7.1.2. Any incomplete or incorrectly completed Proposal submission may be deemed non-compliant, and as a result you may be unable to proceed further in the procurement process.

7.1.3. The Secretariat will query any obvious clerical errors in your Proposal and may, at the Secretariat's sole discretion, allow you to correct these, but only if doing so could not be perceived as giving you an unfair advantage.

7.2. In order to participate in this procurement, you must meet the following conditions:

- x Free of conflicts of interest
- x Registered on the relevant professional or trade register of the country in which you are established (or resident, if self-employed)
- x In Register of the Convention on Wetlands (Ramsar Convention) (Annex 2 (B), 7 (b), 9 (d), 10 (a), 11 (a), 12 (a), 13 (a), 14 (a), 15 (a), 16 (a), 17 (a), 18 (a), 19 (a), 20 (a), 21 (a), 22 (a), 23 (a), 24 (a), 25 (a), 26 (a), 27 (a), 28 (a), 29 (a), 30 (a), 31 (a), 32 (a), 33 (a), 34 (a), 35 (a), 36 (a), 37 (a), 38 (a), 39 (a), 40 (a), 41 (a), 42 (a), 43 (a), 44 (a), 45 (a), 46 (a), 47 (a), 48 (a), 49 (a), 50 (a), 51 (a), 52 (a), 53 (a), 54 (a), 55 (a), 56 (a), 57 (a), 58 (a), 59 (a), 60 (a), 61 (a), 62 (a), 63 (a), 64 (a), 65 (a), 66 (a), 67 (a), 68 (a), 69 (a), 70 (a), 71 (a), 72 (a), 73 (a), 74 (a), 75 (a), 76 (a), 77 (a), 78 (a), 79 (a), 80 (a), 81 (a), 82 (a), 83 (a), 84 (a), 85 (a), 86 (a), 87 (a), 88 (a), 89 (a), 90 (a), 91 (a), 92 (a), 93 (a), 94 (a), 95 (a), 96 (a), 97 (a), 98 (a), 99 (a), 100 (a))

resulting contract and make this available to internal and external auditors and donors as and when requested.

8.2. In the Declaration of Undertaking (Attachment 2