Annex No 2

to the open competition

“Expert Services” Regulation

No RBR 2017/10

\_\_\_ \_\_\_\_\_\_\_\_\_\_\_ 2017

EXPERT’S APPLICATION

**TO PARTICIPATE IN THE PROCUREMENT Id . No RBR 2017/10**

**“EXPERT SERVICES”**

**FOR THE FIELD OF EXPERTISE[[1]](#footnote-1)**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

No and Title of the Field of expertise

|  |  |
| --- | --- |
| Name of Expert:  |  |
| Date of Birth: |  |
| Country of Citizenship/Residence |  |
| Residence address  |  |
| Education  |  |
| Obtained degree |  |
| Personal contact information (phone and e-mail) |  |

**Professional experience within 10 years:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| No | Employing organization | Employment period (start – finish dates) | Positions held | Activities / Tasks performed |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**English language skills[[2]](#footnote-2):**

|  |  |  |
| --- | --- | --- |
| Understanding | Speaking | Writing |
| Listening | Reading | Spoken interaction | Spoken production |
| *Enter level* | *Enter level* | *Enter level* | *Enter level* | *Enter level* |

Levels: A1/A2 - Basic user; B1/B2 - Independent user; C1/C2 - Proficient user.

**Project experience[[3]](#footnote-3):**

| No. | Title of the project, location (country, place) | Start / end date of the project | Contracting authority (or Client) and contact details (phone, email), e.g. project manager in charge and general contractor and contact details (phone, email) | Position in the project and description of the role and responsibilities, man-months worked for the projects, e.g. relevant experience related to the particular field of expertise | Total value of the investments in the project (thousands of EUR[[4]](#footnote-4), excluding VAT) |
| --- | --- | --- | --- | --- | --- |
| 1.[[5]](#footnote-5) |  |  |  |  |  |
| 2. |  |  |  |  |  |
| 3. |  |  |  |  |  |
| 4. |  |  |  |  |  |
| 5. |  |  |  |  |  |
| 6. |  |  |  |  |  |
| 7. |  |  |  |  |  |
| 8. |  |  |  |  |  |
| 9. |  |  |  |  |  |
| 10. |  |  |  |  |  |
| 11. |  |  |  |  |  |

Certification:

I, the undersigned, declare that for the provision of expert services according to the legislation of the country where I practice and in respect to minimal qualification requirements set for particular Field of expertise[[6]](#footnote-6):

1. certificate (licence, permit) **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** is required and

 Title of the Certificate (licence, permit etc.)

provided together with the Expert’s application (annexed).

1. no certificate (licence) is required for provision of professional services.

Justification: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I, the undersigned, certify that to the best of my knowledge and belief, the data provided herein correctly describe myself, my qualifications, and my experience.

I, the undersigned, confirm that my skills and experience are fully sufficient to provide services set in the Regulations, I agree to be proposed as an expert by the Tenderer in this procurement and to be included in the Pool of experts in case the Framework agreement will be concluded with the Tenderer.

Annexes (diploma, certificates, licences, permits etc.):

1. **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
2. **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Name of Expert Signature Date

1. Separate expert’s application for every Field of expertise shall be prepared. [↑](#footnote-ref-1)
2. Language skill level is based on Common European Framework of Reference for Languages (see <http://europass.cedefop.europa.eu/resources/european-language-levels-cefr>) [↑](#footnote-ref-2)
3. List of projects (max. 11) as well as positions therein **must** be related only to a particular Field of expertise an expert is applying for. [↑](#footnote-ref-3)
4. *\** If value is in different currency than EUR, the tenderer shall recalculate the price in EUR in accordance with the currency exchange rate of the European Central Bank on the day of signing the Proposal [↑](#footnote-ref-4)
5. Up to 11 projects which Tenderer considers in line with project experience requirements shall be indicated in the table., Procurement commission will evaluate only first eleven projects if more projects will be provided. [↑](#footnote-ref-5)
6. Please choose one option (1 or 2) and remove the other. [↑](#footnote-ref-6)