**Annex No 2: Expert’s application**

[form of the Tenderer's company]

\_\_\_ \_\_\_\_\_\_\_2017

No\_\_\_\_\_\_\_\_\_\_\_\_

**EXPERT’S APPLICATION**

**TO PARTICIPATE IN THE PROCUREMENT Id. No RBR 2017/25**

**“LEGAL SERVICES”**

**FOR THE SERVICE LINE[[1]](#footnote-1)**

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

Title of the Service line

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

Country

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

**Professional experience within last 5 years[[2]](#footnote-2):**

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

**English language skills[[3]](#footnote-3):**

|  |  |  |
| --- | --- | --- |
| **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.

Certification:

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.

Annexes (diplomas, etc.):

1. Project experience
2. **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
3. **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Date: [*date of signing*]
Name: [*name of the expert*]

**Project experience[[4]](#footnote-4) Corporate Governance expert:**

| **No** | **Alternative of the large scale project (e.g. 1 or 2[[5]](#footnote-5))** | **Start / end date of the providing services; (month/year – month/year)** | **Client and contact details (phone, email), e.g. project manager in charge and contact information for references (phone, email)** | **Position in the project and description of the role and responsibilities, e.g. relevant experience related to the particular Service line** | **Total legal fee of provided services (EUR[[6]](#footnote-6), excl. VAT)** | **Total billable hours of provided services**  |
| --- | --- | --- | --- | --- | --- | --- |
| 1.[[7]](#footnote-7) |  |  |  |  |  |  |
| 2. |  |  |  |  |  |  |
| 3. |  |  |  |  |  |  |
| 4. |  |  |  |  |  |  |
| 5. |  |  |  |  |  |  |

**Project experience[[8]](#footnote-8) Employment law expert:**

| **No** | **Alternative of the large scale project (e.g. 1, 2 or 3[[9]](#footnote-9))** | **Start / end date of the providing services; (month/year – month/year)** | **Client and contact details (phone, email), e.g. project manager in charge and contact information for references (phone, email) (for alternative 1 – details for each of company)** | **Position in the project; description of the role and responsibilities, e.g. ,relevant experience related to the particular Service line (for alternative 1 – details for each of company)** | **Total legal fee of provided services (EUR[[10]](#footnote-10), excl. VAT)** | **Total billable hours of provided services**  |
| --- | --- | --- | --- | --- | --- | --- |
| 1.[[11]](#footnote-11) |  |  |  |  |  |  |
| 2. |  |  |  |  |  |  |
| 3. |  |  |  |  |  |  |
| 4. |  |  |  |  |  |  |
| 5. |  |  |  |  |  |  |

**Project experience[[12]](#footnote-12) construction, real estate and/or environment law expert:**

| **No** | **Alternative of the large scale project (e.g. 1 or 2[[13]](#footnote-13))** | **Start / end date of the providing services; (month/year – month/year)** | **Client and contact details (phone, email), e.g. project manager in charge and contact information for references (phone, email)**  | **Position in the project; description of the role and responsibilities, e.g. ,relevant experience related to the particular Service line**  | **Total legal fee of provided services (EUR[[14]](#footnote-14), excl. VAT)** | **Total billable hours of provided services**  |
| --- | --- | --- | --- | --- | --- | --- |
| 1.[[15]](#footnote-15) |  |  |  |  |  |  |
| 2. |  |  |  |  |  |  |
| 3. |  |  |  |  |  |  |
| 4. |  |  |  |  |  |  |
| 5. |  |  |  |  |  |  |

FIDIC standards[[16]](#footnote-16)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No** | **Project name** | **Start/end date of the providing services (month/year-month/year)** | **Client and contact details(phone, e‑mai), e.g. project manager in charge and contact information for references (phone, email)** | **Position in the project; description of the role and responsibilities** |
| 1. |  |  |  |  |

**Project experience[[17]](#footnote-17) procurement law expert:**

| **No** | **Alternative of the large scale project (e.g. 1 or 2[[18]](#footnote-18))** | **Start / end date of the providing services; (month/year – month/year)** | **Client and contact details (phone, email), e.g. project manager in charge and contact information for references (phone, email)**  | **Position in the project; description of the role and responsibilities, e.g. ,relevant experience related to the particular Service line**  | **Link to procurement and/or procurement dispute publication, procurement Id No** | **Total legal fee of provided services (EUR, excl. VAT)** | **Total billable hours of provided services**  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| 1. |  |  |  |  |  |  |  |
| 2. |  |  |  |  |  |  |  |
| 3. |  |  |  |  |  |  |  |
| 4. |  |  |  |  |  |  |  |
| 5. |  |  |  |  |  |  |  |

**Project experience[[19]](#footnote-19) competition law and state aid expert:**

| **No** | **Alternative of the large scale project (e.g. 1, 2 or 3[[20]](#footnote-20))** | **Start / end date of the providing services; (month/year – month/year)** | **Client and contact details (phone, email), e.g. project manager in charge and contact information for references (phone, email) (for alternative 3– details for each of merger)** | **Position in the project; description of the role and responsibilities, e.g. ,relevant experience related to the particular Service line (for alternative 3– details for each of merger)** | **Link to the state authority’s final decisions**  | **Total legal fee of provided services (EUR[[21]](#footnote-21), excl. VAT)** | **Total billable hours of provided services**  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| 1.[[22]](#footnote-22) |  |  |  |  |  |  |  |
| 2. |  |  |  |  |  |  |  |
| 3. |  |  |  |  |  |  |  |
| 4. |  |  |  |  |  |  |  |
| 5. |  |  |  |  |  |  |  |

1. Separate expert’s application for every country of every Service line shall be prepared. [↑](#footnote-ref-1)
2. From 01.01.2012 until submitting the proposal [↑](#footnote-ref-2)
3. 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-3)
4. List of projects (max. 5) as well as positions therein **must** be related only to a particular Service line an expert is applying for. [↑](#footnote-ref-4)
5. Experience according description in the Footnote 32 of the Technical Specification of the Regulations [↑](#footnote-ref-5)
6. 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-6)
7. Up to 5 projects which Tenderer considers in line with project experience requirements shall be indicated in the table, Procurement commission will evaluate only first five projects if more projects will be provided. [↑](#footnote-ref-7)
8. List of projects (max. 5) as well as positions therein **must** relate only to a particular Service line an expert is applying for. [↑](#footnote-ref-8)
9. Experience according description in the Footnote 35 of the Technical Specification of the Regulations [↑](#footnote-ref-9)
10. 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-10)
11. Up to 5 projects which Tenderer considers in line with project experience requirements shall be indicated in the table, Procurement commission will evaluate only first five projects if more projects will be provided. [↑](#footnote-ref-11)
12. List of projects (max. 5) as well as positions therein **must** relate only to a particular Service line an expert is applying for. [↑](#footnote-ref-12)
13. Experience according description in the Footnote 38 of the Technical Specification of the Regulations [↑](#footnote-ref-13)
14. 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-14)
15. Up to 5 projects which Tenderer considers in line with project experience requirements shall be indicated in the table. The Procurement commission will evaluate only first five projects if more projects will be provided. [↑](#footnote-ref-15)
16. Only 1 project should be indicated. [↑](#footnote-ref-16)
17. List of projects (max. 5) as well as positions therein **must** be related only to a particular Service line an expert is applying for. [↑](#footnote-ref-17)
18. Experience according description in the Footnote 41 of the Technical Specification of the Regulations [↑](#footnote-ref-18)
19. List of projects (max. 5) as well as positions therein **must** be related only to a particular Service line an expert is applying for. [↑](#footnote-ref-19)
20. According experience description in the Footnote 44 of the Technical Specification of the Regulation [↑](#footnote-ref-20)
21. 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-21)
22. Up to 5 projects which Tenderer considers in line with project experience requirements shall be indicated in the table, Procurement commission will evaluate only first five projects if more projects will be provided. [↑](#footnote-ref-22)