# **FORM A. TECHNICAL PROPOSAL**

**A1. APPLICANT’S STATEMENT**

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| ***Applicant:*** | **[To be completed by the applicant]****Please specify your status: individual expert or legal entity.**  | ***Date:*** |  **Select the date** |
| ***RFP reference:*** | **2022.IPP.02****PLEASE SPECIFY LOT NR YOU APPLY FOR** |
| ***Information about the applicant's representative*** | **Name and position: [To be completed by the applicant]****E-mail: [To be completed by the applicant]** |

I hereby propose to provide the services in accordance with your RFP No.2022.IPP.02 and my proposal. I submit the proposal, which includes the Technical Offer and the Financial Offer, sent in separate files and separate emails.

I declare that all information in this proposal is true and accept that any misinterpretation or misrepresentation contained in this proposal may result in my disqualification.

The Services will be provided in accordance with the Application Documents and Terms of Reference.

The undersigned certifies that he/she is duly authorized to sign this proposal and undertakes to execute it if the Institute accepts this proposal.

I understand and acknowledge that you are under no obligation to accept any proposal that you receive.

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date and signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**A2. TECHNICAL OFFER FORMAT**

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| --- | --- | --- | --- |
| ***Applicant:*** | **[To be completed by the applicant]** | ***Date:*** | **Select the date** |
| ***RFP reference:*** | **2022.IPP.02****PLEASE SPECIFY LOT NR YOU APPLY FOR.** **PLEASE, LIST THE DOCUMENTS INCLUDED IN THE TECHNICAL OFFER ONE BY ONE.** |

The technical offer is to be prepared according to this form. Where the applicant is required to use a specific approach under the Terms of Reference, he/she must describe how it intends to comply with the requirements.

**The technical offer shall include, but shall not be limited to the following:**

* The cover letter (max. 2000 words), which should reflect all qualifications required (see Terms of Reference);
* Proof of studies;
* CV with the specification of the field of expertise;
* List of research studies/ reports/ projects in the field of freedom of expression, counteracting disinformation and informational hybrid threats;
* List of publications with the link, if available;
* Detailed tentative activity plan with the chronological description of actions, in accordance with the Terms of Reference requests.

The legal entity applicant will additionally submit the CV of the organization and make proof of experience in conducting comparable missions.

Note: The Applicant may provide comments and suggestions for improvement regarding the Terms of Reference or additional services to be provided beyond the requirements of the Terms of Reference, if any.

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Date and signature