

3. Technical Proposal Submission Forms

Technical Proposal Submission Form

[*Location, Date*]

To: [*Name and address of Client*]

Dear Sirs:

I, the undersigned, offer to provide the consulting services for [*Insert title of assignment*] in accordance with your Request for Proposal dated [*Insert Date*] and my Proposal. I am hereby submitting my Proposal, which includes this Technical Proposal, and a Financial Proposal sealed under a separate envelope.

I am submitting my Proposal as an individual consultancy firm [*Insert a list with full name and address of my consultancy firm*]

I hereby declare that all the information and statements made in this Proposal are true and accept that any misinterpretation contained in it may lead to my disqualification.

If negotiations are held during the period of validity of the Proposal, I undertake to negotiate on the basis of the proposed staff. My Proposal is binding upon me and subject to the modifications resulting from Contract negotiations.

I undertake, if my Proposal is accepted, to initiate the consulting services related to the assignment not later than the date agreed between the parties.

I understand you are not bound to accept any Proposal you receive.

I remain,

Yours sincerely,

Authorised Signature [*In full and initials*]: _____

Name and Title of Signatory: _____

Name of Firm/Individual: _____

Address: _____