**Expression of Interest Form – ……………………. (Please type the name of the action)**

**Description:** …………………………

**Closing date for submission of EOIs:** ....../…../……

**PLEASE SUBMIT (i.e. ATTACH) Curriculum Vitae, PAST WORK or ANY OTHER DOCUMENT WITH THIS EOI**

|  |  |
| --- | --- |
|  |  |
| **Section 1: General Information**

|  |  |
| --- | --- |
| First name:  | Last Name:  |
| Contact Address:  |
| Country:  | Contact Phone: (+….)  |
| E-mail address (mandatory):  |
| Are you:**(please mark)**   | Private individual[ ]  | Private company (<20 staff)[ ]  | Private company (>20 staff)[ ]  | Other[ ] (please specify)      |
| If Private Company, please give Company name |  |
| If Private Company or Other, who will be main evaluator for this call? |  |
| Where did you hear about this call for Expression of Interest? |  |

 |  |
| **Section 2: Qualifications** |  |  |  |
|  | **Please indicate your qualifications, skills and experience in the proposed area?**

|  |  |  |
| --- | --- | --- |
| Consultant(and other team members, if a team is proposed) | Role in this proposed evaluation | Qualifications and Competencies |
|  |  |  |
|  |  |  |

 |  |
|  |  |  |  |  |
|  | **Please state 5 recent work you have undertaken in the last 3 years, explaining what type of service you provided**

|  |  |  |  |
| --- | --- | --- | --- |
| Organization to which services were provided | Value of your assignment (BDT) | Year | Please detail your role and specific work undertaken  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

 |  |
|  |  |  |
|   **Section 3: Addressing the Call for Expression of Interest and Terms of Reference**  |
|   | **Please explain your proposed evaluation design which you will adopt and how this will address the key questions from the TORs.**  |  |
|  | **List the key global policy and or development priorities you consider related to this programme/project, and for each explain how you propose to incorporate.** |  |
|  | **List the key cross cutting issues you consider related to this programme/project and for each explain how you propose to incorporate/address them** |  |
|  | **What in-country support will you require to deliver on this contract?**   |  |
|   |   |  |  |
| **Section 4: Budget** |  |  |  |
|  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Cost description** | **Unit measures** | **# of unit** | **Unit rate** | **Total** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

 |  |
|  |  |
| **Section 5: Information Disclosure**  |  |
|  | **Would you allow Sightsavers to store your profile in consultants database and share with you any opportunity for consultancy?**Yes  [ ]  No [ ]  |  |
|  | **If Yes then for How long?** |  |
| 6 Months [ ]  | 12 Months [ ]  | 24 Months [ ]  | Anytime [ ]  |
|  |  |  |

**Please attach the following document with EOI-**

1. **Curriculum Vitae of lead consultant and co- consultant**
2. **Details of past work experience**
3. **Details of budget breakdown(if required)**
4. **Any other documents which does not cover the EOI**