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| **ANNEX I**  **Facilitating and Assisting Forest Area Management by Villages in APL in Sintang District, West Kalimantan Province**  **TECHNICAL PROPOSAL FORMAT** |



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| **Name of Proposing Organization:** |  |
| **Country of Registration:** |  |
| **Name of Contact Person for this**  **Proposal** |  |
| **Address** |  |
| **Phone / Fax** |  |
| **Email** |  |

**Section 1: Capacity and Experience of Organization**

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| 1.1. Description of Organization |
| Organization Profile  Management and Structural Approach  Quality assurance and warranty procedures |

**Section 2: Proposed Approach and Work Plan**

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| **2.1. Approach** |
| **2.1.1. Approach to the Assignment**    **2.1.2. Work Plan:**   |  |  |  | | --- | --- | --- | | **No** | **Acitivity** | **Schedule** | | **A** | **Programme** |  | |  |  |  | |  |  |  | |  |  |  | |  |  |  | | **B** | **Operational** |  | |  |  |  | |  |  |  | |  |  |  |  1. Details of programme planning:   **2.1.3 Monitoring and Reporting** |

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| **1.2. Implementation Plan** |
| |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | | **Expected Output** | **Planned Activities** | **Time Frame** | | | | | | **RESPONSIBLE PARTY** | | **Month 1** | **Month 2** | **Month 3** | **Month 4** | **Month**  **5** | **Month**  **6** | | 1. **PROGRAM** |  |  |  |  |  |  |  |  | | **Output 1:** |  |  |  |  |  |  |  |  | | Indicators: |  |  |  |  |  |  |  |  | | Indicator: |  |  |  |  |  |  |  |  | | Indicator: |  |  |  |  |  |  |  |  | | Indicator: |  |  |  |  |  |  |  |  | | **Output 2:** |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  | | **Output 3:** |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  | | 1. **OPERASIONAL** | | | | | | | | | |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  | |

***Section 3: Management Plan***

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| **3.1. Management Structure** |
| Personnel:  **Partnerships:**  **Contribution of your organization to this project:**  **Internal Finance Control:**  **Quality assurance procedure / guarantee:** |

**Section 3: Personnel**

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| --- | --- | --- | --- |
| **Name:** | |  | |
| **Position for this Assignment:** | |  | |
| **Nationality:** | |  | |
| **Contact information:** | |  | |
| **Language Skills:** | |  | |
| **Educational and other Qualifications:** | |  | |
| **Summary of Experience:** | | | |
| **Relevant Experience (From most recent):** | | | |
| **Period:**  **From – To** | **Name of activity/ funding organisation:** | | **Job Title and Activities undertaken:** |
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| **References:** |  | | |
| **Declaration:**  I confirm my intention to serve in the stated position and present availability to serve for the term of the proposed contract | | | |

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| **Educational and other Qualifications:** | |  | |
| **Summary of Experience:** | | | |
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