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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 ProfileManagement and Structural ApproachQuality 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:**

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| **No** | **Acitivity**  | **Schedule** |
| **A** | **Programme** |  |
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| **B** | **Operational**  |  |
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1. Details of programme planning:

**2.1.3 Monitoring and Reporting**  |

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| **1.2. Implementation Plan** |
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| **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:**  |  |  |  |  |  |  |  |  |
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| **Output 3:**  |  |  |  |  |  |  |  |  |
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| 1. **OPERASIONAL**
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***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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