**Annex 4: Technical Bid Forms**

List of forms:

* Form 1 - Technical Experience (Similar Work Experience)
* Form 2 – CV of Driver for the Contract

**Form 1**

**TECHNICAL EXPERIENCE**

(Add additional pages if required)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No** | **Date**  | **Location** | **Description of works** | **Employer Name** |
| 1 |  |  |  |  |
| 2 |  |  |  |  |
| 3 |  |  |  |  |
| 4 |  |  |  |  |

Name: ............................................. Signature: .......................................

*[a person or persons authorized to sign on behalf of the bidder]*

Date …………………………………. (Seal)

 **Form 2**

**CV of the Operator/Driver for the Contract**

**CV of ………………**

The CV should show details to enable assessment of the CV against the required qualifications. The proposed site supervision personnel must sign and commit his/her availability.

No directors and/or shareholders and/or owners will be accepted to the positions of the architect or the health &safety officer.

**Proposed position in the contract**: ……………………………………………………………………..

1. Surname incl. title:
2. Name:
3. Date and place of birth:
4. Nationality:
5. Civil status:
6. Address (phone/ fax/ e-mail): …………………………………….
7. Education:

|  |  |
| --- | --- |
| **Institution:** |  |
| Date: **from** (mm/yy) **to** (mm/yy) |  |
| Degree: |  |

1. Language skills (On a scale of 1 to 5, with 5 being fluent):

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Language** | **Overall Level** | **Reading** | **Spoken** | **Written** |
|  | Mother tongue |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

1. Membership of professional bodies:

1. Other skills (e.g. computer literacy, etc.):

1. Present position in the company:
2. Years of professional experience:
3. Key qualifications:
4. Specific experience related to this Works Contract:

|  |  |  |
| --- | --- | --- |
| **Country** | Date: **from** (mm/ yy) **to** (mm/ yy) | **Name and brief description of the project**, incl. client, value of project and role in project2 |
|  |  | * Name:
* Description:
* Client:
* Value:
* Role:
 |
|  |  | * Name:
* Description:
* Client:
* Value:
* Role:
 |
|  |  | * Name:
* Description:
* Client:
* Value:
* Role:
 |
|  |  | ….. |

1. Professional experience:

|  |  |
| --- | --- |
| Company/ organization |  |
| Date: **from** (mm/ yy) **to** (mm/ yy) |  |
| Place |  |
| Position |  |
| Job description |  |

1. Others (e.g. publications and seminars)
2. Confirmation of subject person:

**I, the undersigned…………………………………………………………………......., hereby confirm the accuracy of the information entered within this CV.**

Signature

*[Signature of subject person]*

Date

Name: ............................................. Signature: .......................................

*[a person or persons authorized to sign on behalf of the bidder]*

Date …………………………………. (Seal)