ANNEX III  
PROPOSAL SUBMISSION FORM  
*Request for Proposal (RFP) no: 19/053*

To: The RFP Committee  
The Pacific Community   
Procurement Unit   
Private Mail Bag, Suva – FIJI  
Email: [procurement@spc.int](mailto:procurement@spc.int)

Dear Sir /Madam:  
Having examined the Solicitation Documents, the receipt of which is hereby duly acknowledged, we the undersigned, offer to supply the required services for the sum as may be ascertained in accordance with the Price Component attached herewith and made part of this proposal.

We acknowledge that:

* SPC may exercise any of its rights set out in the Request for Proposal documents, at any time;
* The statements, opinions, projections, forecasts or other information contained in the Request for Proposal documents may change;
* The Request for Proposal documents are a summary only of SPC’s requirements and is not intended to be a comprehensive description of them;
* Neither the lodgment of the Request for Proposal documents nor the acceptance of any tender nor any agreement made subsequent to the Request for Proposal documents will imply any representation from or on behalf of SPC that there has been no material change since the date of the Request for Proposal documents, or since the date as at which any information contained in the Request for Proposal documents is stated to be applicable;
* Excepted as required by law and only to the extent so required, neither SPC, nor its respective officers, employees, advisers or agents will in any way be liable to any person or body for any loss, damage, cost or expense of any nature arising in any way out of or in connection with any representations, opinions, projections, forecasts or other statements, actual or implied, contained in or omitted from the Request for Proposal documents.
* The SPC general conditions of contract are not negotiable.

We undertake, if our proposal is accepted, to commence and complete delivery of all items in the contract within the time frame stipulated. We understand that you are not bound to accept any proposal you may receive and that a binding contract would result only after final negotiations are concluded on the basis of the Technical and Price Components proposed.

Company Name Dated this \_\_\_\_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_ 20\_\_\_.

…………………………………

Position of Representative

…………………………………

Name of Representative  
…………………………………

Signature of Representative

…………………………………

Annex IV  
TECHNICAL PROPOSAL SUBMISSION FORM

*Request for Proposal (RFP): RFP 19/053*

PART A – Background

|  |  |
| --- | --- |
| CRITERIA | RESPONSE BY BIDDER |
| Name: |  |
| Physical Address: |  |
| Postal Address: |  |
| Telephone Contact: |  |
| Email: |  |
| Two contacts of referees /references. Attach additional details as applicable. |  |

PART B – Qualifications

|  |  |
| --- | --- |
| CRITERIA | RESPONSE BY BIDDER |
| Minimum of a Master degree in economics, financial management or a related subject  (this will be evaluated through the CV’s of nominated personnel) |  |

PART C – Knowledge / Experience

|  |  |
| --- | --- |
| CRITERIA | RESPONSE BY BIDDER |
| At least 15 years in utility (electricity) regulations, power tariff reviews and analysis in the SIDS or other developing countries. |  |
| Experience in programme formulation especially in project planning, budgeting, monitoring and evaluation |  |
| Wider (international) experience on IPP’s and PPA’s. |  |
| Excellent leadership, analytical and evaluation skills, sound judgement, coordination, communication and facilitation skills are essential. |  |
| Demonstrate commitment to work and experience in working in a multicultural environment, high level inter and intra-personal and communication skills. |  |
| Excellent verbal and written skills in English. |  |

ANNEX V

FINANCIAL PROPOSAL SUBMISSION FORM

*Request for Proposal (RFP): RFP 19/053*

Part A: Declaration

1. The undersigned contractor propose and agrees if this proposal is accepted, to enter into an agreement with the Owner, to commence and to complete all the work specified or indicated in the contract documents.
2. In submitting this proposal, contractor represents that; he/she has examined all the RFP documents to provide professional services to complete Technical Assistance to strengthen the capacity of the Tonga Electricity Commission in promoting private sector investments in Tonga’s Power Sector
3. Contractors agree to complete the services for the following price (VIP) per month:

|  |  |
| --- | --- |
| Particulars | Amount (EURO) |
| Fees (daily rate or per month) |  |
| Travel related costs (if any) |  |
| Costs stipulated in country of Consultancy |  |
| Any other costs |  |
| Total financial offer (inclusive of all taxes) |  |

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Print name and sign Date

Title\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_