**RESEARCH TENDER RESPONSE**

**Please provide information against each requirement.**

Additional rows can be inserted for all questions as necessary.

**Section 1 – Bidder’s general business details**

1. ***General information***

|  |  |
| --- | --- |
| Organisation Name: | |
| Contact Name: | |
| Phone: | Email: |
| Address: | |
| Registration number: | Year of registration: |

1. ***Please provide details of the type of your organisation:***
2. ***Please provide details of at least 2 client references which Save the Children may contact:***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Client Organisation** | **Contact** | **Phone no.** | **E-mail address** | **Details of contract** |
|  |  |  |  |  |
|  |  |  |  |  |

**Section 2: Bidder’s capacity**

1. ***Detail the product you are intending to supply with any variations / notes to the specification if your product differs.***

|  |  |  |  |
| --- | --- | --- | --- |
|  | Yes | No | # of evaluations done |
| **Experience in Conducting Project Final evaluations** |  |  |  |
| **Experience in working in Eastern Europe Countries (Armenia, Georgia and Ukraine)** |  |  |  |

1. ***Please briefly describe, how are you going to implement the data collection in three countries? Do you have local data collectors or you are going to contact with partner organizations in each country?***
2. ***Please provide brief description of the background and experience of the key members proposed to be in current research team:***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name | Position to hold in current research team | Background | Experience in similar researches | E-mail |
|  |  |  |  |  |
|  |  |  |  |  |

**Section 3: Pricing proposal**

1. ***Please indicate here the prices you are offering to Save the Children as part of this contract, including the currency. Should be in compliance with the total budget provided in budget form.***

Please indicate the cost of the Budget #1:

Please indicate the cost of the Budget #2:

**Please provide the detailed breakdown for both budgets in the budget form included in the application package.**

**Section 4: Confirmation of Bidder‘s compliance**

We, the Bidder, hereby confirm compliance with:

* The required specification for the research implementation
* The Conditions of Tendering
* Save the Children’s Terms and Conditions of Purchase
* Save the Children’s Child Safeguarding policy
* Save the Children’s Anti-Bribery and Corruption policy
* The IAPG Code of Conduct

The following documents and items are included in our bid:

* Section 1: Bidder’s general business details
* Section 2: Bidder’s capacity
* Section 3: Pricing proposal

We confirm that Save the Children may in its consideration of our offer, and subsequently, rely on the statements made herein.

|  |
| --- |
| **Acceptance by the Bidder:**  …………………………………………………………………….    Signature  …………………………………………………………………….  Name  ……………………………………………………………………..  Job Title  ……………………………………………………………………..  Company  ……………………………………………………………………...  Date |