



[Location / Date]

TECHNICAL PROPOSAL SUBMISSION FORM

Call for procurement of services by individual experts or consultants

Simple assignment

Services are requested for the development of an online and e-learning platform for HPiB project

To: Centre for Comparative and International Studies, Tirana, Albania

Ladies/Gentlemen

I, the undersigned, offer to provide the Services for the development of an online and e-learning platform for HPiB in accordance with your Call for Expression of Interest dated [insert Date].

I am hereby submitting my Proposal, which includes this Technical Proposal, and a Financial Proposal as well as my comprehensive CV and expression of interest/motivation.

My Proposal is binding upon me and subject to the modifications resulting from Contract negotiations.

I understand you are not bound to accept any Proposal you receive.

I remain at your disposal for further information regarding this proposal.

Yours sincerely,

[Name Surname: _____]

[Signature: _____]

[Address: _____]



1 - Description of the Approach, Methodology and Work Plan for Performing the Assignment

[The description of the approach, methodology and work plan should normally consist of 2 pages]



2 – Time schedule for the assignment as the work plan

[This should normally consist of 1/2 – 1 page]