Invitation for Expression of Interest (IEOI – Individual Consultant

Date: 01 September 2026

Engagement of an Individual Consultant to Develop the Operations Manual of the Middle East Green Initiative (MGI) Trust Fund

1. The Islamic Development Bank (IsDB) has approved an administrative budget for financing consulting services (the Services) for the above project. The Terms of Reference (TOR) of the Services is in Appendix A. Services will be provided by an individual consultant, who may be a self-employed professional or an Individual affiliated with a consulting firm, provided that the EOI is submitted by the Individual, and the Contract will be entered into with the Individual Consultant only.

2. IsDB now invites Expression of Interest (EOI) from eligible individual applicants. The submitted EOIs will be evaluated by IsDB based on the criteria set out in section V. Depending on the number of the EOIs received and the qualifications of the applicants, IsDB may or may not shortlist all potentials who have submitted EOIs..

3. Applicants who wish to submit an EOI should complete the EOI Form in Appendix B and submit it by email to the designated email address provided in this EOI. The completed EOI should be addressed to the following authorized representative of IsDB

Consultant Selection Panel
Islamic Development Bank
Email: Designated email address

Appendix A: Terms of Reference
Appendix B: EOI Form

Annex A: Terms of Reference (TOR)

. Background and Context

1.1 The Middle East Green Initiative (MGI)

The Middle East Green Initiative is a regional, multi-country programme to combat climate change, restore degraded land, and improve quality of life across the MGI Member Countries, including the headline ambition of planting **50 billion trees**, alongside objectives in land restoration, ecosystem protection, climate change mitigation and adaptation, sustainable livelihoods, and the strengthening of enabling policy and institutional environments.

1.2 The MGI Trust Fund and IsDB's Role

The MGI Trust Fund (the "Fund") is the principal financing vehicle for the MGI's developmental objectives, primarily through **grant financing** (standalone and blended) to eligible projects. The Kingdom of Saudi Arabia, as Anchor Donor, has pledged up to **USD 2.5 billion** of grant financing over a ten-year period, with annual allocations determined under the MGI Trust Fund Management Agreement.

The **MGI Trust Fund Management Agreement** between the MGI General Secretariat and IsDB was signed on **29 January 2026**, under which **IsDB has accepted the role of Full Trustee and Fund Administrator**. In this capacity IsDB is responsible for the administration of Fund resources, fiduciary oversight, the conclusion of implementation arrangements, disbursement, supervision, monitoring, and reporting, within the segregation-of-roles architecture established by the governing instruments.

1.3 The Obligation to Prepare an Operations Manual

Article 3.3 of the MGI Trust Fund Management Agreement requires IsDB, as Trustee, to develop an Operations Manual setting out the modus operandi of the Fund. It is the controlling operational instrument translating the Fund's governing documents — the MGI Charter, the MGI Trust Fund Management Agreement, and the applicable instruments — into clear, executable procedures.

Article 3.3 specifies, at minimum, the following **fourteen (14) elements**:

#	Article 3.3 element
(i)	Project eligibility criteria
(ii)	Project assessment and technical appraisal
(iii)	Project implementation arrangements

#	Article 3.3 element
(iv)	Applicable policies in relation to sanctionable practices and KYC/AML/CFT/Sanctions
(v)	Detailed role of the MGI Fund Management Unit (FMU), **including its reporting line** within IsDB
(vi)	Geographical distribution of projects
(vii)	Approval procedures
(viii)	Disbursement procedures
(ix)	Project evaluation criteria and reporting
(x)	Administrative costs and budgeting
(xi)	Assessment of Implementation Partners / Executing Agencies
(xii)	The MGI Project Life Cycle
(xiii)	Visibility and communication
(xiv)	Information disclosure

1.4 Current Status

STFD prepared an initial draft of the Operations Manual (April 2026) and submitted it to the IsDB **Operations Technical Committee (OTC)** on **7 May 2026 (OTCM-24)**. The OTC, Peer Reviewers, RMD, CGD, and other Business Units provided extensive feedback. The OTC concluded the draft is **directionally sound** but **not yet approval-ready**, and directed that it be developed in **two steps** — (1) an annotated **outline** structured around the operations/project cycle, then (2) the **full Manual** in close consultation with all relevant Business Units — with structural liaison with **OQM and Corporate Governance**, **section-level clearance by each Business Unit**, and **executable business processes (swim-lanes), SOPs, and templates.**

1.5 Rationale and Path to Approval

To deliver a Fund Management Framework-aligned, MDB-best-practice, approval-ready Manual within a defined timeframe, IsDB will engage an Individual Consultant under STFD direction. The Consultant will produce the **annotated outline first** (internally cleared with OQM/CGD on structure), then the **full Manual + annexes**, secure **Business-Unit section clearances** through bilateral consultation, and support a **single OTC resubmission**, after which the Manual is transmitted to the **MGI General Secretariat for approval**.

2. Objective of the Assignment

To **develop a complete, coherent, and approval-ready Operations Manual for the MGI Trust Fund** that:

1. **Satisfies in full all fourteen (14) Article 3.3 elements**;
2. Is **fully aligned with the IsDB Fund Management Framework (FMF)** and the relevant Articles of Agreement, the IsDB Organizational Manual, and applicable IsDB operational, fiduciary, safeguards, integrity, and Shari'ah policies;
3. **Reflects leading MDB trust-fund practice** (benchmarked against the MDBs policy and procedure framework for trust funds and comparable peer practice), adapted to IsDB's context;
4. **Resolves, traceably, all critical and material comments** from the OTC, Peer Reviewers, RMD, CGD, and Business Units (Annex A — Compliance Matrix); and
5. Is **operationally executable** as a **streamlined core Manual supported by detailed annexes** (business processes, SOPs, templates, risk register, delegation-of-authority matrix), guiding Fund operations consistently and auditably from approval.

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3. Scope of Work

The Consultant shall deliver the assignment in **four phases** over six weeks, honouring the OTC's two-step approach (annotated outline first, then full Manual).

Phase 1 — Inception, Diagnostic, and Annotated Outline *(Week 1)*

1. **Review the documentary base**: MGI Charter; MGI Trust Fund Management Agreement (29 January 2026); the April 2026 draft Manual; the OTC Minutes (OTCM-24) and Consolidated Feedback; the IsDB FMF; the relevant Articles of Agreement; the IsDB Organizational Manual; and applicable IsDB procurement, financial-management, disbursement, ESS, integrity/anti-corruption, KYC/AML/CFT, Shari'ah, project-management, and delegation-of-authority instruments.
2. **Benchmark** leading MDB trust-fund frameworks and distil applicable lessons.
3. **Prepare a Gap Analysis and Compliance Matrix** mapping each Article 3.3 element and each critical/material OTC, Peer-Reviewer, RMD, and CGD comment to its proposed treatment.
4. **Prepare a Stakeholder and Consultation Map** identifying every Business Unit whose clearance/input is required, with a **virtual bilateral** consultation plan.
5. **Prepare the annotated outline** of the Manual — **organized around the MGI Project Life Cycle / operations cycle**, with logical sequencing — specifying every section/sub-section, its content, the responsible/contributing Business Unit, and the annexes to be produced. The outline shall be developed in **liaison with OQM and Corporate Governance on structure** and **cleared by STFD before full drafting proceeds.**

Phase 2 — Consultation and Co-Design *(Weeks 2–3)*

1. **Conduct structured consultations with all relevant Business Units by virtual bilateral meetings** to co-design each section and secure section-level ownership. Business Units include, at minimum: STFD; the Operations Complex DG Country Programs; Country Programs and the Regional Hubs; the relevant Global Practices / Sector and Thematic Departments; Project Procurement (PPR); Financial Control / Disbursement (FCD); Project Financial Management; Environmental and Social Safeguards (ESS); Integrity/Compliance; Legal; Shari'ah; Risk Management (RMD); Corporate Governance (CGD); OQM; and Finance (FPPA/Treasury) for cost-recovery and administration-budget matters.
2. **Document the outcome of each bilateral** and reflect agreed positions in the draft.
3. **Coordinate with the MGI General Secretariat** (through STFD as the channel) on matters requiring governance alignment.

Phase 3 — Drafting of the Full Operations Manual and Annexes *(Weeks 3–4)*

Draft the **streamlined core Manual**, structured around the project cycle, addressing **all fourteen Article 3.3 elements** and **all critical/material feedback**, with detail in annexes. Without limitation:

A. Governance, roles, and segregation

- **Ring-fence the Trustee role**: IsDB's responsibilities confined to fund administration, fiduciary oversight, implementation agreements, disbursement, supervision, monitoring, and reporting **after** formal approval by the MGI Governing Bodies.
- **Operationalize the single communication channel**: all approvals, requests, and funding decisions transmitted only through the MGI General Secretariat, **with written certification that the relevant Governing Body approval has been obtained** before IsDB acts.
- Provide a **RACI / delegation-of-authority treatment** clarifying the roles of the MGI General Secretariat, the Fund Steering Committee (FSC), the FMU, and IsDB Business Units.
- Specify the **FMU's role and reporting line within IsDB** (Article 3.3(v)) and its composition, **explicitly including Environmental and Social Safeguards capacity** alongside procurement, financial management, and disbursement.
- Address **continuity protocols and emergency decision-making procedures.**

B. The project cycle and modality workflows **swim-lane business-process workflows**

- Define the **MGI Project Life Cycle** end-to-end, with **(in annex)** for: (a) standalone (recipient-executed) grants; (b) implementing-partner / third-party-executed modalities; and (c) **blended financing with IsDB OCR and/or other co-financiers**, including approval sequencing, risk allocation, co-financier responsibilities, and reporting lines.
- For each workflow, identify document owners, controls, decision points, and **OMS / SAP system touchpoints.**
- Ensure **project origination is country-led** (every project via an official country request through the MGI National Focal Point and the MGI General Secretariat) and include a

conflict-of-interest provision for any IsDB-structured blending opportunity or IsDB co-financing, including recusal rules.

C. Eligibility, appraisal, and due diligence

- **Consolidated project eligibility criteria** (thematic, geographic, institutional, size/duration, and the Agreement's minimum requirements) (Article 3.3(i)).
- **Project assessment and technical appraisal** procedures, **assigning lead responsibility** among the FMU, Country Programs, Regional Hubs, Global Practices/Sector Departments, fiduciary units, and safeguards teams (Article 3.3(ii)).
- **Eligibility and conditions for non-IsDB MGI Member Countries** made fully explicit: legal agreement, due diligence, privileges and immunities (or equivalent protections) and the alternative risk-mitigation measures where these cannot be secured, fiduciary arrangements, procurement and safeguards applicability, and approval authority (including any IsDB Board of Executive Directors interface).

D. Fiduciary, disbursement, and financial management

- Clarify the **applicable procurement framework**, distinguishing **corporate procurement** from **project procurement**, recognizing the distinct workflows.
- **Disbursement procedures** (Article 3.3(viii)) — methods, authorization, documentation, timelines, and designated accounts — **conditional upon** signed legal/implementation agreements, commitment control, satisfaction of conditions precedent, fiduciary and safeguards clearance, and complete supporting documentation, with **cross-references/links to the IsDB Disbursement Manual.** Approval shall not be presented as automatically confirming disbursement readiness.
- **Financial-management and financial-audit arrangements** for standalone and blended grant operations.

E. Safeguards, integrity, and Shari'ah

- Operational **Environmental and Social Safeguards** treatment with clearly assigned responsibility.
- **Consolidated Integrity, Anti-Corruption, and KYC/AML/CFT/Sanctions framework** (Article 3.3(iv)): screening, monitoring, escalation, beneficial-ownership and sanctions controls, and conflict-of-interest declaration requirements.
- **Shari'ah compliance** and the scope for Islamic green/climate finance modalities where relevant.

F. Risk management

- An **operational Fund Risk Register and template (annex)** with risk category, owner, likelihood, impact, inherent rating, mitigation, escalation trigger, review date, and decision body, **explicitly covering Trustee-specific risks**: administration-budget and cost-recovery risk; pipeline quality and readiness risk; third-party implementation and subcontracting risk;

sanctions/AML/CFT and beneficial-ownership risk; **fraud risks specific to restoration / nature-based projects** (overstated hectares, double-counting, inflated survival rates, remote-area verification); and **reputation and attribution risk.**

G. Results, MEL, communication, and disclosure

- Refine the **Results Framework and Monitoring, Evaluation and Learning plan**, with a clear division of **data ownership and validation responsibility** between the MGI General Secretariat, the FMU, Executing Agencies, and IsDB technical teams, and a credible approach for nature-based and climate results.
- **Project evaluation criteria and reporting** (Article 3.3(ix)).
- **Visibility and communication** (Article 3.3(xiii)) and a **public information-disclosure policy** (Article 3.3(xiv)) — the weakest element of the current draft.

H. Administration, costs, and controlling instruments

- **Administrative costs and budgeting** and the **cost-recovery methodology** (Article 3.3(x)), addressing budget-shortfall, delayed-reimbursement, and indirect-cost-eligibility risks.
- A **consolidated Approval Authority / Delegation of Authority matrix (annex)** (Article 3.3(vii)) using a defined legend (e.g., Originate, Responsible, Review & Contribute, Clearance, Approve, Notify), with **no provisional or "to be ascertained" language.**
- A **Controlled Reference Documents register (annex)** listing each applicable IsDB policy/procedure with version/date, owner, applicability, treatment of future updates, and links.
- A **conflict-resolution / hierarchy-of-instruments procedure** defining how legal, policy, operational, fiduciary, or implementation conflicts are identified, escalated, resolved, and documented, and the precedence of the Trust Fund Management Agreement over the Manual.
- The **Manual's own approval and amendment authority**: initiator, drafter, IsDB internal clearance, MGI General Secretariat approval, endorsement of material changes, effective date, version history, and communication protocol.

I. Annexes

A complete annex set: swim-lane business-process maps per modality; SOPs (fund receipt, commitment control, disbursement, reconciliation, procurement exceptions, agreement processing, reallocation, suspension, cancellation, audit follow-up, reporting, project closure); standard templates/forms; the Fund Risk Register template; the consolidated Approval Authority / DoA matrix; the Controlled Reference Documents register; and the Results Framework.

Phase 4 — Review, Clearance, and OTC/MGI GS Support *(Weeks 5–6)*

1. **Circulate section drafts for Business-Unit clearance** and consolidate clearances, maintaining the Compliance Matrix.

2. Undertake a **final legal, policy, and editorial clean-up** standardizing definitions, terminology (consistent use of MGI GS, FMU, EA, IE, MC, Governing Bodies), cross-references, numbering, and annex references.
3. **Prepare the OTC resubmission package** (Manual + annexes + compliance/response matrix + presentation support) and **support STFD through OTC clearance and VPO endorsement**, then through **transmission to the MGI General Secretariat for approval.**

4. Deliverables and Schedule (6 weeks)

#	Deliverable	Due
D1	**Inception Report** (work plan, methodology, stakeholder/consultation map) + **Diagnostic & Gap Analysis** + **Compliance Matrix** + **MDB benchmarking note**	End Week 1
D2	**Annotated Outline** of the Manual, structured around the project cycle — *cleared by STFD with OQM/CGD structural liaison before drafting proceeds*	End Week 1 / start Week 2
D3	**First Full Draft** of the streamlined Manual with all annexes (business processes, SOPs, templates, risk register, DoA matrix)	End Week 4
D4	**Revised Draft** incorporating Business-Unit clearances and STFD comments, with updated Compliance Matrix	End Week 5
D5	**Final Operations Manual** (approval-ready) with all annexes, plus **OTC resubmission package** and **MGI GS approval-support** materials	End Week 6

The Consultant shall support STFD during the subsequent OTC and MGI GS steps as reasonably required.

5. Approach and Methodology

The Consultant shall demonstrate clear understanding of: the MGI Trust Fund and IsDB's Trustee role; the Article 3.3 requirements; the IsDB FMF and the principle that fund-specific procedural overlays should default to existing IsDB processes; relevant MDB trust-fund practice; and the OTC/peer-review feedback. The methodology shall set out the **bilateral** consultation approach, the approach to **annex-based business-process design**, and quality-assurance and version-control arrangements. The assignment is **intensive**; success depends on prompt documentary access and timely Business-Unit availability for bilaterals, which IsDB will facilitate.

6. Qualifications of the Individual Consultant

The assignment requires a **senior individual consultant** combining trust-fund/MDB operational expertise with sufficient breadth across fiduciary, safeguards, results, governance, and business-process domains. Required:

1. **Advanced degree** in development finance, economics, public policy, law, or a related field.
2. **Minimum 12–15 years** of relevant experience, including **demonstrable experience in trust-fund or MDB operational manuals / operational policy frameworks.**
3. Strong working knowledge of **MDB trust-fund operations** (World Bank and/or peer MDBs), fund governance, and **fiduciary frameworks** (procurement, financial management, disbursement).
4. Excellent **drafting and stakeholder-facilitation** skills; ability to work intensively and deliver to a compressed timeline.
5. **Desirable:** knowledge of Islamic finance / Shari'ah-compliant structures; familiarity with IsDB frameworks and systems; availability to engage across IsDB time zones for virtual consultations and to **start immediately.**

Part A — Qualifications and Experience

For each requirement, record the supporting evidence (from CV/proposal) and the determination (**Meets / Partially meets / Does not meet**).

#	Requirement (per TOR §6)	Evidence	Determination
1	Advanced degree in development finance, economics, public policy, law, or related field	5	[ ]
2	Minimum 12–15 years' relevant experience	5	[ ]
3	Demonstrable experience in trust-fund / MDB operational manuals or operational policy frameworks	15	[ ]
4	Working knowledge of MDB trust-fund operations and fund governance	20	[ ]
5	Fiduciary frameworks — procurement, financial management, disbursement	13	[ ]
6	Environmental and social safeguards	3	[ ]

7	Results frameworks / MEL /	8	[ ]
8	Business-process mapping (swim-lanes, RACI / delegation-of-authority)	8	[ ]
9	Drafting and stakeholder-facilitation skills; ability to deliver to a compressed timeline	10	[ ]
10	Soundness of the proposed approach and work plan (two-step outline → Manual; project-cycle structure; virtual bilateral consultation)	10	[ ]
11	*Desirable:* knowledge of Islamic finance / IsDB frameworks; availability to start immediately	3	[ ]

Overall qualifications determination: ☐ Meets the TOR requirements ☐ Does not meet

The minimum passing score for the technical evaluation is 70 out of 100

The consultant with the highest technical score among those who meet the minimum passing score will be selected for the assignment.

This is a fixed budget assignment. IsDB will pay a lump sum of US$28,000 for the duration of the assignment. Proposal exceeding this budget will not be considered.

Part B — Eligibility and conflict-of-interest clearance *(critical for a former IsDB staff member)*

#	Check	Status	Evidence / clearance reference
1	**Former-staff eligibility / cooling-off** — eligible under IsDB rules on engagement of former staff; separation date confirmed and assessed	[ ]	[●]
2	**No conflict from prior IsDB role** — not personally and substantially involved, while on staff, in the MGI Trust Fund's establishment/administration or this Manual	[ ]	[●]
3	**No conflict from prior MGI GS engagement** — independence	[ ]	[●]

	in drafting an IsDB-side instrument confirmed		
4	**Conflict-of-Interest Declaration** received (relationships with the Fund, donors, MGI GS, prospective EAs)	[ ]	[●]
5	**Integrity / sanctions screening** — not debarred or sanctioned; eligible under IsDB integrity rules	[ ]	[●]
6	**HR clearance** obtained	[ ]	[●]
7	**Legal clearance** obtained (where required)	[ ]	[●]

Overall eligibility determination: ☐ Eligible — no conflict / conflict adequately managed ☐ Not eligible / unresolved conflict

7. Level of Effort

Indicatively ~25–30 working days of effort within the 6-week calendar period, priced to the USD xxx lump-sum ceiling. The Consultant's Financial Offer shall reflect the staffing/effort schedule.

8. Reporting and Supervision

The Consultant shall report to the Director, STFD (or designate), through the Associate Manager, Special and Trust Funds Administration, who is the IsDB Focal Point and day-to-day counterpart and will coordinate access, scheduling, and clearances. The Consultant shall route all engagement with the MGI General Secretariat and the OTC through STFD.

9. Inputs and Facilities Provided by IsDB

IsDB will provide: the documentary base (§3 Phase 1); introductions and access to Business Units and focal points; scheduling support for bilateral consultations; and timely review of and feedback on deliverables. The Consultant shall provide all other inputs, including own equipment and software. Work is performed remotely; no travel is envisaged.

10. Confidentiality, Intellectual Property, Ethics, and Conflict of Interest

All documents, data, and information made available to or produced by the Consultant are **confidential** and remain the **property of IsDB**; all deliverables and underlying work products vest in IsDB. The Consultant shall comply with IsDB's integrity and anti-corruption requirements and shall **declare and avoid any conflict of interest**, including any engagement that would compromise independence in relation to the Fund, its donors, the MGI General Secretariat, or prospective Executing Agencies. Standard IsDB eligibility, ethics, and anti-corruption provisions apply.

As the Consultant is a **former IsDB staff member**, engagement is further conditional on: (a) **eligibility under IsDB's rules on the engagement of former staff**, including any applicable cooling-off period following separation; (b) confirmation that the Consultant was **not personally and substantially involved, while an IsDB staff member, in the establishment or administration of the MGI Trust Fund or in this Operations Manual matter**; and (c) completion of a **Conflict-of-Interest and Eligibility Declaration**. These conditions, together with any required HR and Legal clearances, shall be confirmed before contract award.

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11. Payment Schedule

Lump-sum, linked to acceptance of deliverables:

Milestone	Deliverable	%
1	**Inception Report** (work plan, methodology, stakeholder/consultation map) + **Diagnostic & Gap Analysis** + **Compliance Matrix** + **MDB benchmarking note**	15%
2	**Annotated Outline** of the Manual, structured around the project cycle — *cleared by STFD with OQM/CGD structural liaison before drafting proceeds*	20%
3	**First Full Draft** of the streamlined Manual with all annexes (business processes, SOPs, templates, risk register, DoA matrix)	30%
4	**Revised Draft** incorporating Business-Unit clearances and STFD comments, with updated Compliance Matrix	15%
5	**Final Operations Manual** (approval-ready) with all annexes, plus **OTC resubmission package** and **MGI GS approval-support** materials	20%

I. Absence of Conflict of Interest

According to IsDB rules, the consultant must not have been involved in the design and/or implementation, supervision, and coordination of and/or have benefited from the program/project (or theme) under evaluation. The consultant will be requested to sign a declaration that the s/he has not worked in this program in any capacity.

I. Expression of Interest

ESID invites eligible individual consultants to indicate their interest in providing the above-mentioned services by submitting the following documents:

Simplified Technical Proposal, including:

- A clear approach and methodology for delivering the assignment.
- A work plan and timeline aligned with the required duration
- A breakdown of tasks and roles, including coordination mechanisms with partners.

1. Completed EOI Form using the template in **Appendix B**.
2. Curriculum Vitae, including relevant publications, knowledge products, communication products and assignments.
3. Samples of similar work,
4. Additional Supporting Documents, such as references, certifications, or any material that demonstrates the consultant's suitability for the assignment.

II. EOI Submission for the assignment :

Important Consultant instruction: It is essential for all consultants to adhere to the designated email address provided below for any questions, queries, and proposal submissions. Emails sent to any other address listed below may not be acknowledged or considered as a submission from the consultant.

• Deadline for Clarification Requests: **15 September 2026**
• Deadline for EOI/Proposal Submission: **22 September 2026, 11:59 PM (Jeddah Time, UTC+3)**

III. Contact for Clarification Email:

Contact for Clarification Email: Proposal Submission and Clarification - BCC2026-043 Develop the Operations Manual of the Middle East Green Initiative _MGI_ Trust Fund c8bcd5e3.isdb.org@emea.teams.ms

IV. Expression of Interest Submission Email: Proposal Submission and Clarification - BCC2026-043 Develop the Operations Manual of the Middle East Green Initiative _MGI_ Trust Fund c8bcd5e3.isdb.org@emea.teams.ms

Appendix B

Expression of Interest (EOI) by Applicant

[Copy the Name of the Assignment/Project from the IEOI]

Date: ______________

Consultant Selection Panel

Islamic Development Bank

Email: Designated email address

I have read carefully your Invitation for Expression of Interest for the captioned assignment/project and find the Terms of References (TOR) and Scope of Work match my skill mix and experiences for providing the services required in the TOR. I would like to express my interest for our firm being considered for the Shortlist. I understand that IsDB does not have an obligation that I must be shortlisted.

I have attached to this EOI supporting documents highlighting the relevant expertise and Experience for your consideration. Some of the key information is highlighted below:

Personal Profile

Nationality:

Date of Birth:

Permanent Address:

Phone No.:

Email:

Past Consultancy Assignment References

[Notes to consultant: Please select most relevant consultancy assignments you have recently completed to demonstrate your technical qualifications and experience.]

Period	Client	Project	Country	Your role (As lead consultant or as member of a team?)	Value of the Contract

III. Availability

I shall be available for the services from ___________ to___________.

IV. Eligibility Declaration

I, the undersigned, certify to the best of my knowledge and belief:

☐ I have read terms of reference (TOR) and Scope of Work (Appendix A), for this assignment.

☐ I confirm that the project references submitted as part of this EOI accurately reflect the experience of myself.

☐

I confirm that I have never been convicted of an integrity-related offense or crime related to theft, corruption and fraud.

☐ I understand that any misrepresentations that knowingly or recklessly mislead, or attempt to mislead may lead to the automatic rejection of the proposal or cancellation of the contract, if awarded, and may result in further remedial action, in accordance with IsDB's Integrity and Anti-corruption Policy.

Name of the Applicant: *Signature:*