

Subject: Invitation to Tender

Date: 01 July 2020

To Whom It May Concern:

On behalf of Avfall Norge and the CLOCC Project, you are hereby invited to submit a tender in response to the invitation to tender, "Trainers and Mentors for Framework agreements for consultancy in solid waste management delivery of trainings, advisory services, and network participation."

Avfall Norge invites suppliers to submit within its requirements as per the conditions and instructions detailed in the [Invitation to Tender \(ITT\) document](#).

Suppliers applying will need to provide the following documents:

1. The following materials, shall be submitted as ONE PDF document attachment:
 - a) Completed Form 1 (Personal Information),
 - b) Cover letter (max. 1 page),
 - c) Completed Form 2 (Trainer Assessment Questions),
 - d) CV,
 - e) OPTIONAL: Recommendation letters (max. 3), and
 - f) Completed Form 3 (Checklist).

The PDF document should be sent to Jennifer "Faa" MacDonald, jmacdonald@iswa.org by August 20, 2020 (11:59pm CEST).

Please DO NOT send hourly rate and price conditions by email.

2. Additionally, the following materials shall be mailed to Avfall Norge in a **sealed envelope** by August 20, 2020 (11:59pm CEST):
 - a) Completed Form 1 (Personal Information)
 - b) Hourly rate and price conditions (max. 1 page).

All posted materials should be sent to the following address:

Avfall Norge
Attn: CLOCC
Subject: Response to invitation to tender
Øvre Vollgate 6
0158 Oslo
Norway

With a successful Tender, a [framework agreement](#) will be signed. This framework agreement will be effectively a pool of suppliers who can be awarded individual contracts throughout the lifetime of the project. Therefore, the involvement in future projects will be formalised with

additional call-off contracts. Avfall Norge does not bind itself to guarantee call-off contracts in the future to signatories of framework agreements.

In order to receive potential clarification responses please send an email with a brief expression of interest in the body of the email to Jennifer "Faa" MacDonald (jmacdonald@iswa.org) by August 3, 2020 (11:59 pm CEST). Should any questions arise, all clarifications/questions from suppliers should be submitted in written form to Ms. MacDonald by August 7, 2020 (11:59 pm CEST).