



<b>Expertise</b>			
<b>Lot/ Area of Expertise (Tick)</b>	<b>Specific Skills (Tick)</b>	<b>Lot/ Area of Expertise (Tick)</b>	<b>Specific Skills (Tick)</b>
<input type="checkbox"/> <b>Agro-processing</b>	<input type="checkbox"/> Food Safety <input type="checkbox"/> Voluntary and Private Standards <input type="checkbox"/> HACCP <input type="checkbox"/> Best Manufacturing Practices	<input type="checkbox"/> <b>Marketing &amp; Communication</b>	<input type="checkbox"/> Product Packaging, Labelling & Branding <input type="checkbox"/> Product Development <input type="checkbox"/> Marketing plan <input type="checkbox"/> Market Assessment <input type="checkbox"/> Sales & Marketing
<input type="checkbox"/> <b>Agriculture and technology</b>	<input type="checkbox"/> Climate Smart Agriculture <input type="checkbox"/> Global GAP <input type="checkbox"/> Irrigation [ ] Post harvest Management <input type="checkbox"/> Organic farming <input type="checkbox"/> Farm Mechanization	<input type="checkbox"/> <b>Legal</b>	<input type="checkbox"/> Contracting <input type="checkbox"/> Business formation and registration. <input type="checkbox"/> Patenting <input type="checkbox"/> Good Labour Practices <input type="checkbox"/> Fair/Ethical Trade <input type="checkbox"/> Litigation/Claims handling
<input type="checkbox"/> <b>Enterprise Development</b>	<input type="checkbox"/> Planning/Business Plan <input type="checkbox"/> Business Scenario planning. <input type="checkbox"/> Commercial and operational risk mgt. <input type="checkbox"/> Value Chain adaptation <input type="checkbox"/> Human Resources Management <input type="checkbox"/> Good Governance	<input type="checkbox"/> <b>ICT/ Information Management</b>	<input type="checkbox"/> Electronic records [ ] HR & Accounting systems <input type="checkbox"/> MIS <input type="checkbox"/> Decision Support systems <input type="checkbox"/> Database management systems <input type="checkbox"/> Software development
<input type="checkbox"/> <b>Financial Management</b>	<input type="checkbox"/> Financial statements <input type="checkbox"/> Tax Computation <input type="checkbox"/> Financial modeling <input type="checkbox"/> Auditing <input type="checkbox"/> Financial systems [ ] Company Valuation	<input type="checkbox"/> <b>Retail Management</b>	<input type="checkbox"/> Store management <input type="checkbox"/> Merchandizing <input type="checkbox"/> Inventory management <input type="checkbox"/> Customer Service <input type="checkbox"/> Sales management
<input type="checkbox"/> <b>Access to Finance</b>	<input type="checkbox"/> Financial Literacy <input type="checkbox"/> Investment proposals <input type="checkbox"/> Capital Sourcing <input type="checkbox"/> Decision Support on Investments	<input type="checkbox"/> <b>Logistics</b>	<input type="checkbox"/> Transport <input type="checkbox"/> Export documentation <input type="checkbox"/> Inventory management <input type="checkbox"/> Warehouse Management <input type="checkbox"/> Fumigation certification

**Applicant's Affiliation:**

List the organisations/companies you are affiliated with providing the consulting services:

<b>Company affiliated</b>	<b>Services provided</b>	<b>Frequency in a year</b>
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**List the reasons, you want to work with Tradeline in the engagement?**

- 1.
- 2.
- 3.
- 4.
- 5.

**Tick the clients that you prefer most to provide your services.**

- Individual Rural Farmers   
 Rural Farmers in Groups   
 Urban Individual MSME  
 Rural Individual MSME   
 Rural Youth MSME   
 Urban Youth MSME  
 Rural Women MSME   
 Urban Women MSME [   
 Other (*specify*)

**List the reasons for the selection from above.**

- 1.
- 2.
- 3.
- 4.
- 5.

**Tick the services that you prefer mostly.**

- Development of tools   
 Training   
 Development of procedure Manuals   
 Coaching/Guidance [   
 Information sharing [  Technical Assistance [  Linkages Facilitations [  Other (*Specify*)

**Reference Information**

Enter the following information for clients you serviced with in the last three (3) years:

***First reference***

Client Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Telephone: \_\_\_\_\_ email: \_\_\_\_\_

Assignment type: \_\_\_\_\_

Your role in the assignment: \_\_\_\_\_

Contract Value (MWK): \_\_\_\_\_ Date Completed: \_\_\_\_\_

***Second reference***

Client Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Telephone: \_\_\_\_\_ email: \_\_\_\_\_

Assignment type: \_\_\_\_\_

Your role in the assignment: \_\_\_\_\_

Contract Value (MWK): \_\_\_\_\_ Date Completed: \_\_\_\_\_

***Third reference***

Client Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Telephone: \_\_\_\_\_ email: \_\_\_\_\_

Assignment type: \_\_\_\_\_

Your role in the assignment: \_\_\_\_\_

Contract Value (MWK): \_\_\_\_\_ Date Completed: \_\_\_\_\_

**Declaration**

*By signing below, I declare that the information provided in this document and attachments are true and complete. I am aware that it is on this basis of the information that I have provided that Tradeline will make its decision whether or not to shortlist me. I authorize Tradeline to make verification of the information provided where need arises. I acknowledge that this form does not constitute an offer or acceptance of consultancy assignment in terms of any legislation relating to the provision of the services.*

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

**Payment Details**

Date of payment: \_\_\_\_\_ Reference: \_\_\_\_\_ Depositor: \_\_\_\_\_