

Expertise			
Lot/ Area of Expertise (Tick)	Specific Skills (Tick)	Lot/ Area of Expertise (Tick)	Specific Skills (Tick)
<input type="checkbox"/> Agro-processing	<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"/> Marketing & Communication	<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"/> Agriculture	<input type="checkbox"/> Climate Smart Agriculture <input type="checkbox"/> Global GAP <input type="checkbox"/> Irrigation <input type="checkbox"/> Post harvest Management <input type="checkbox"/> Organic farming <input type="checkbox"/> Farm Mechanization	<input type="checkbox"/> Legal	<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"/> Enterprise Development	<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"/> ICT/ Information Management	<input type="checkbox"/> Electronic records <input type="checkbox"/> 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"/> Financial Management	<input type="checkbox"/> Financial statements <input type="checkbox"/> Tax Computation <input type="checkbox"/> Financial modeling <input type="checkbox"/> Auditing <input type="checkbox"/> Financial systems <input type="checkbox"/> Company Valuation	<input type="checkbox"/> Retail Management	<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"/> Access to Finance	<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"/> Logistics	<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:

Company affiliated	Services provided	Frequency in a year

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: _____