

NATIONAL YOUTH COUNCIL



APPLICATION FORM FOR EXPRESSION OF INTEREST

1. PERSONAL DETAILS

Surname (Mr./Mrs./Ms.): Other Names:

National Identity Card (NIC):

Date of Birth (DD/MM/YYYY): Age:

Residential Address:

Phone No. (Landline): Mobile Phone No.:

Email Address:

2. PRESENT EMPLOYMENT DETAILS

Present Occupation / Designation:

Total Years of Experience in Procurement & Supply:

Self-Employed / Independent Consultant: [] YES [] NO

3. EDUCATION & PROFESSIONAL QUALIFICATIONS

3.1 Academic Qualifications

	Academic Qualification Obtained	Country	Year Awarded
1			
2			
3			
4			
5			
6			

3.2 Professional Qualifications & Memberships (e.g., CIPS, MIPA, Public Procurement Bodies)

S/N	Professional Qualification / Membership	Country	Year Awarded
1			
2			
3			
4			
5			
6			

4. SPECIFIC FIELD OF EXPERTISE

Please tick as appropriate and provide relevant details & years of experience:

S/N	Field of Expertise	Tick	Relevant Details / Core Competencies	Years
1	Public Procurement Legislation & Compliance (Public Procurement Act, Regulations, Directives)	[]		
2	Preparation of Bidding Documents & RFPs (Goods, Works, Consultancy & Non-Consultancy)	[]		
3	Bid Evaluation & Technical Assessment (BEC Chair/Member duties, Evaluation Reports)	[]		
4	Contract Administration & Management (Vendor management, SLAs, Variations)	[]		
5	Supply Chain & Asset Management (Warehousing, Stock Control, Logistics)	[]		
6	e-Procurement Systems (e-PS) (Floating tenders, online evaluations)	[]		

7	Youth Sector / NGO / Public Body Procurement	[]		
8	Other Procurement Field (Specify below):	[]		

5. DECLARATIONS & DATA CONFIDENTIALITY

5.1 Data Confidentiality:

I [] HAVE OBJECTION / [] HAVE NO OBJECTION (please tick as appropriate) that selected information of my personal and professional data being shared with other public institutions for the sole purpose of enlistment as a Procurement and Supply Consultant for the National Youth Council / Public Sector.

5.2 Criminal Record / Convictions:

Have you ever been convicted of any criminal or procurement-related offense during the last 10 years?

[] NO [] YES

If YES, please give details & year:

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6. CERTIFICATION

I, the undersigned applicant, certify that all information provided in this application form and attached documents is true, correct, and complete.

Signature of Applicant:

Date: / /

FOR OFFICIAL USE ONLY

Date Received: / /

Application Ref No.:

Field of Expertise Verified:

[] Public Procurement [] Supply Chain [] Contract Management

Remarks / Recommendation:
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Signature of Receiving Officer:

Date: / /