

08 January 2026

### Request for quotation (RFQ) – UK PACT Expert Deployment

<b>RFQ title</b>	Economic Analysis Support for Mexico's Climate Adaptation Planning
<b>RFQ issue date</b>	08 January 2026
<b>Terms of reference</b>	The services to be delivered are detailed in the attached Schedule.
<b>Project title</b>	UK PACT - Economic Analysis Support for Mexico's Climate Adaptation Planning
<b>Close date and time</b>	29 January 2026 (12:00 GMT)
<b>Details for submission</b>	<a href="mailto:Expertdeployments@ukpact.co.uk">Expertdeployments@ukpact.co.uk</a>

Palladium as the delivery partner for the Foreign, Commonwealth and Development Office (FCDO) funded UK Partnering for Accelerate Climate Transitions (UK PACT) programme invites you to submit a quotation for the services detailed in this RFQ.

Please forward your quote in accordance with the Details for Submission above by the Close Date and Time. This RFQ includes the following materials:

Schedule 1 – Terms of Reference

Schedule 2 – Instructions for submission

Schedule 3 – Terms and Conditions

Annex I – RFQ Response Form

Annex II – Budget and Workplan Template

Annex III – Clarification Question Template

We look forward to your response. If you have any questions, please do not hesitate to [expertdeployments@ukpact.co.uk](mailto:Expertdeployments@ukpact.co.uk)

## Schedule 1 - Terms of Reference

### 1.1. Overview of requirements

<b>Name of project</b>	Economic Analysis Support for Mexico's Climate Adaptation Planning
<b>Country/region</b>	Mexico
<b>Proposed start date</b>	09 March 2026
<b>Proposed end date</b>	31 March 2027

### 1.2 Context and scope of work

Mexico is increasingly vulnerable to climate-related impacts, such as extreme droughts, floods, and hurricanes, which threaten agriculture, water resources, and urban infrastructure. As the country advances its first National Adaptation Plan (NAP), aligned with the adaptation component of its Nationally Determined Contributions (NDCs), and along with climate investment planning, it is essential to conduct evidence-based economic assessments to ensure that adaptation strategies are cost-effective and socially inclusive, and as much as possible to have mitigation benefits. This approach will enable public and private stakeholders to make informed strategic decisions amidst budget constraints and uncertainty. Economic insights provide a powerful framework for Mexico to invest wisely in a climate-resilient future. Adaptation strategies that prioritise both nature and communities can yield both short-term benefits and long-term resilience. Policymakers, donors, and local leaders must act now to support solutions that are scientifically and economically sound.

UK PACT seeks to support Mexico's National Institute of Ecology and Climate Change (INECC) by identifying a team of experts to assist in the development of Mexico's first NAP, specifically focusing on assessing the costs of climate change and estimating the co-benefits of mitigation. The intervention aims to draw on international best practices and lessons learned from NAPs developed in economies and climates comparable to Mexico, while also considering relevant insights from the UK's own NAP experience as an additional point of reference

The experts will potentially engage with (a) British public sector subject matter expert(s) with experience developing NAPs for economies/climates similar to Mexico, and/or incorporating international best practices (identified by FCDO through a parallel process) for collaboration and shared learning to better integrate international best practices.

#### Expected outcome

Mexico's National Adaptation Plan (NAP) incorporates mitigation co-benefit criteria and is implemented in a sustained manner, resulting in enhanced, inclusive, and resilient climate action that reduces vulnerabilities in communities and ecosystems, aligned with obligations under the Paris Agreement and contributing to long-term emissions reduction.

#### Intermediate outcomes

- New or enhanced policies, practices, tools or technologies with a projected emissions reduction or climate change mitigation impact, where there is a demonstrable contribution from UK PACT:
  - INECC-SEMARNAT adopts and integrates cost-benefit and cost-efficiency analyses of adaptation measures with mitigation co-benefits into the first National Adaptation Plan (NAP) and climate planning processes.

- INECC-SEMARNAT develops internal capabilities to assess the economic potential of climate-smart productive activities, which contribute to both mitigation objectives and to foster a more resilient and inclusive economy. As a result, the environmental sector can provide technical input for national development plans, including Plan Mexico.
- Other relevant institutions and stakeholders (e.g., donors, local leaders) incorporate informational materials with economic rationale into their initial decision-making processes for implementing NAP measures, evidencing preliminary dissemination and use.
- Organisational or institutional change in capacities where there is a demonstrable contribution from UK PACT:
  - INECC staff trained in economic analysis methodologies for assessing mitigation and adaptation measures begin applying these tools in internal and collaborative evaluations, demonstrating an initial improvement in their capacity to assess climate options.

### 1.3 Outputs and timelines

The outputs and associated activities along with the anticipated timeline are detailed in the table below.

Output #1	Activities	Delivery	Acceptance criteria/sign-off
<p><b>O1: Hands-on Capacity-Building for Economic Analysis in Climate Policy</b></p> <p>A structured plan designed to strengthen the technical capacities of INECC staff and other relevant Mexican stakeholders. It features collaborative, hands-on capacity-building activities every week, along with tailored training sessions focused on economic assessment tools and methodologies that align with national climate policy needs. The activities must take place once a week at INECC facilities, with additional online sessions as necessary. There will be two in-person full-day workshops in Mexico City: i) The first workshop will occur at the beginning of the project for INECC's adaptation team. It will introduce the foundational concepts for understanding and applying the selected methodologies. ii) The second workshop will be held before the conclusion of the project, where participants will present and discuss the final products to ensure a thorough understanding and capacity for replication.</p> <p>The plan also includes a mentorship component providing continuous guidance and support, as well as a comprehensive curriculum, training materials, and evaluation mechanisms to ensure effective learning. Ultimately, this plan equips participants with the skills</p>	<p><b>1)</b> Conduct a baseline assessment of current economic analysis capabilities and develop specialised training materials for INECC staff. The goal is to help them evaluate adaptation activities that provide mitigation co-benefits from an economic perspective. This evaluation should include, but is not limited to, cost-benefit analysis, cost-efficiency analysis, the valuation of ecosystem services, and other innovative economic methodologies for assessing climate change-related costs.</p> <p><b>2)</b> Deliver weekly capacity building activities, tailored training sessions, and two workshops, plus mentor INECC staff in applying economic analysis methodologies, integrating international and UK NAP experience.</p>	<p>Quarter 1</p> <p>Quarters 2-4</p>	<p>Evaluation report of pre- and post-training showing improved capacity.</p> <p>Reviewed by GCCCAE at INECC- SEMARNAT and approved by UKPACT Mexico team</p> <p>Satisfactory technical inputs provided on an ongoing basis</p> <p>Report of capacity building workshop reports (including attendance lists, participant feedback, and training materials) used, and a validation letter from INECC confirming institutional uptake and application of economic analysis methodologies in adaptation planning.</p> <p>Reviewed by GCCCAE at INECC- SEMARNAT and</p>

<p>needed to conduct robust economic analyses, facilitating the integration of climate considerations into policy planning and decision-making.</p>			<p>approved by UKPACT Mexico team</p>
<b>Output #2</b>	<b>Activities</b>	<b>Delivery</b>	<b>Acceptance criteria/sign-off</b>
<p><b>O2: Customised Economic Assessment Tools and Models for Climate Adaptation Planning</b></p> <p>An innovative set of tailored analytical tools, including economic modelling frameworks and assessment templates, specifically designed for Mexico's National Adaptation Plan (NAP). These tools incorporate climate risk analysis from a macroeconomic perspective using impact channel methodologies. They assess adaptation-related economic opportunities, value ecosystem services, conduct cost-benefit evaluations for adaptation measures, and identify mitigation co-benefits. This comprehensive approach aims to support evidence-based policymaking and informed financial decision-making. Additionally, policy recommendations will be developed based on these tools, incorporating international best practices (to include those that have proven effective in other economies/contexts similar to Mexico) and stakeholder feedback to enhance integration into the NAP framework, with the purpose of equipping policymakers with robust methodologies for effective climate adaptation planning.</p>	<p><b>1)</b> Develop customised analytical tools (e.g., economic modelling frameworks and assessment templates) tailored to Mexico's NAP, incorporating cost-benefit analysis for adaptation measures with mitigation co-benefits.</p>	Quarter 2	<p>Documents of analytical tools (including user guides, models, and templates). Reviewed by GCCCAE at INECC-SEMARNAT and approved by UKPACT Mexico team</p>
	<p><b>2)</b> Formulate and refine policy recommendations based on economic insights from the tools, integrating international best practices, for integration into the NAP framework.</p>	Quarter 3	<p>Report on policy recommendations with draft and final versions (including stakeholder feedback). Reviewed by GCCCAE at INECC-SEMARNAT and approved by UKPACT Mexico team</p>
<b>Output #3</b>	<b>Activities</b>	<b>Delivery</b>	<b>Acceptance criteria/sign-off</b>
<p><b>O3: Curated Knowledge Base and briefing notes for Climate Adaptation and Mitigation</b></p> <p>Produce and disseminate literature reviews, briefing notes and other knowledge products to support the design and implementation of adaptation and mitigation policies. These resources will be generated and shared to enhance the development of effective adaptation and mitigation strategies.</p>	<p><b>1)</b> Develop and curate a comprehensive knowledge base comprising case studies, datasets, and international best practices on climate</p>	Quarter 3	<p>Curated knowledge base documents. Reviewed by GCCCAE at INECC-SEMARNAT and approved by UKPACT Mexico team</p>
	<p><b>2)</b> Generate inclusive and GEDSI-oriented briefing notes and knowledge products (e.g., reports, infographics, and summaries) based on the curated knowledge</p>	Quarter 4	<p>Final versions of briefing notes and knowledge products (e.g., reports, infographics), as well as dissemination reports with</p>

	base, tailored for INECC-SEMARNAT, and other stakeholders to support NAP implementation.		stakeholder feedback. These must include a GEDSI approach: inclusive language, disaggregated data, and reflect diversity if there is use of images.  Reviewed by GCCCAE at INECC-SEMARNAT and approved by UKPACT Mexico team
--	------------------------------------------------------------------------------------------	--	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

#### 1.4 Required expert qualifications and experience

This RfQ is seeking one lead organisation that can deliver on all the activity streams mentioned above. Consortiums are welcome to apply, however please note the responsibility of the consortium will lie with the lead partner who will be primary point of contact and bear all responsibilities until the project end date, contracting, due diligence, coordination, delivery and reporting.

The supplier should propose a team of technical experts and project management with the necessary expertise and experience to deliver on all outputs details above. The proposed team should be outlined in proposals along with sharing CVs (max two-pages per CV) and is expected to include: a Senior Economist who must be Mexico City-based; and two Junior Economists to provide technical assistance.

In addition to the technical expertise, the team should also have sufficient **programme management** resources to cover work-planning, reporting, monitoring evaluation and learning, financial management and administrative oversight (such as monitoring project budgets, tracking expenditure, and ensuring compliance with donor and organizational requirements), risk management, and logistics.

Experts may carry out much of the work remotely, but travel will be required for designated strategic meetings and field work. The Senior Economist must be Mexico City based; it is preferred that the Junior Economists also be Mexico City-based but these roles can be conducted in a remote capacity if a supplier recommends an alternative structure.

Suppliers are welcome to propose various management structures, but the proposed team should cover at minimum the following expertise:

##### General Requirements

- Demonstrated technical expertise in the application of economic assessment methodologies for climate adaptation and mitigation, including the valuation of non-market assets.
- Documented experience collaborating with public sector institutions and relevant stakeholders, preferably within Mexico and/or other Latin American countries.
- Proven capacity for effective coordination and communication with multiple institutions and stakeholder groups.
- Full professional proficiency in Spanish and English, both written and oral.
- Demonstrated knowledge of national and international climate policy frameworks, governance structures, and regulatory environments.
- Ability to provide qualified technical personnel with sufficient availability, including part-time in-person presence, to support the development of deliverables and ensure alignment with NAP implementation activities coordinated by INECC-SEMARNAT.

---

## Technical Experience

- Demonstrated experience conducting applied economic analyses (e.g. cost-benefit analysis, cost-effectiveness analysis) to inform environmental and climate-related policy, with a focus on climate adaptation and mitigation.
- Familiarity with Mexico's climate policy context, including key climate risks and vulnerabilities (e.g. droughts, floods, hurricanes), and the use of economic tools to address these challenges.
- Proven experience in the design and delivery of capacity-building activities, including in-person and virtual training sessions, workshops, and associated learning materials.
- Demonstrated commitment to the mainstreaming of Gender Equality, Disability, and Social Inclusion (GEDSI), including identification of opportunities for integration throughout project design and implementation, and the ability to engage diverse stakeholder groups to support these objectives.

## Collaboration & Stakeholder Engagement in Mexico

- Established institutional partnerships, or demonstrated capacity to work effectively, with Mexican government counterparts, particularly INECC-SEMARNAT.
- Proven experience applying relevant international best practices to support the development and implementation of national-level climate strategies in developing country contexts.

## Project Management & Delivery

- Demonstrated ability to manage complex technical assignments, including the deployment and coordination of expert teams, and the delivery of outputs in accordance with agreed timelines and budgets.
- Capacity to provide a team of at least three qualified experts, including one lead expert based in Mexico City and two additional experts based in Mexico City or elsewhere in Latin America. All proposed experts shall have demonstrated experience in environmental economics, climate policy analysis, social analysis, and data modelling.
- Proven experience managing multi-expert teams, including coordination between national and international experts.
- Demonstrated capacity to plan and coordinate stakeholder engagement activities and events, and to monitor and document stakeholder uptake of project outputs, including evidence of initial adoption and progress toward sustained climate action.

### One (1) Senior Economist & Team Lead (based in Mexico City):

The Senior Economist will lead the economic analysis of climate adaptation measures across key sectors in Mexico. They will oversee methodological design, ensure policy relevance, and guide the junior economists in applying tools such as cost-benefit analysis, ecosystem service valuation, and adaptation finance modelling. The role requires deep technical expertise, leadership skills, and an ability to engage with stakeholders across government, academia, and development institutions.

- Advanced degree or equivalent senior-level experience in Economics, Environmental Economics, or Public Policy with a quantitative focus.
- Senior-level experience in applied economic analysis, complemented by mid- to senior-level expertise in climate adaptation or environmental policy and proven experience in valuation of non-market goods and services and social co-benefits.
- Proven track record in leading complex economic assessments, ideally in Latin America.
- Strong skills in economic modelling, valuation techniques, micro and macroeconomic analyses, risk analysis under uncertainty, and Cost-Benefit Analysis (CBA) and Cost-Effectiveness Analysis (CEA), among other suitable economic analyses.
- Familiarity with adaptation interventions, climate finance instruments, and SDG integration.
- Experience working with government agencies and/or international development partners.

---

- Fluent in Spanish and English.

In addition, this profile is recommended to serve as the **Team Lead** who takes overall accountability for delivery of this project. They must have a proven track record of overseeing projects of similar complexity in the sector or demonstrate the expected skill set for project management, including:

- Project leadership: Ability to manage timelines, resources, and outputs in line with programme requirements.
- Team leadership: Oversee multi-disciplinary teams and ensure effective collaboration between national and international experts.
- Stakeholder engagement and event coordination: Organize meetings, workshops, and capacity-building activities with diverse stakeholders.
- Reporting responsibilities: Ensure timely submission of technical and financial reports to the client and internal management.

## **Two (2) Junior Economists (preferably based in Mexico City but may be remote):**

The Junior Economists will support the development and application of economic assessment tools for evaluating climate adaptation strategies in Mexico. Under the guidance of the Senior Economist, they will collect data, conduct quantitative and qualitative analyses, and contribute to policy recommendations. Each Junior Economist may focus on a specific sector or methodology, such as agriculture, urban infrastructure, or ecosystem valuation. Their responsibilities will focus primarily on calibrating tools, analysing information, and supporting the production of brief notes and other related materials.

- Advanced degree (minimum a Bachelor's) or equivalent experience in Economics, Environmental Economics, Public Policy, or a related quantitative field.
- Proven junior- to mid-level professional or research experience in economic analysis, preferably related to climate change or sustainable development.
- Familiarity with economic evaluation methods, micro and macroeconomic and adaptation planning.
- Basic knowledge of ecosystem services, nature-based solutions, adaptation interventions or green infrastructure is an asset.
- Proficient in data analysis software (e.g., Excel, R, STATA, GAMS, Python and/or GIS) and data management and manipulation.
- Strong writing and communication skills.
- Fluent in Spanish; working proficiency in English.

---

## **1.5 Reporting**

Alongside the project specific reporting outlined in the output section and below, the supplier will also be required to align with the UK PACT monitoring and reporting governance framework which includes:

- Monthly progress reports and executive meetings with designated SEMARNAT-INECC officials to discuss progress, key issues, and opportunities
- Monthly progress reports to UK PACT team, submitting evidence against indicators and holding debriefing sessions every four (4) weeks to update on delivery and identify any emerging issues with proposed mitigations.
- In line with the programme's GEDSI strategy, the chosen supplier will be expected to complete a GEDSI training and develop a GEDSI Action Plan with the support of the Fund's GEDSI expert. Progress reports should include updates on progress towards the GEDSI Action Plan.

---

- A case study according to UK PACT standard template (if applicable).
- Report of intermediate outcomes and outcomes indicators (if applicable).
- A full project completion report, summarising project achievements, any lessons learned through delivery, and any recommendations for future action paired with a project closure session.

To report against standard UK PACT indicators, the supplier will also need to collect and report disaggregated data on the organisations and individuals participating in workshops and trainings. Disaggregation should cover gender as a minimum and include age and disability where feasible.

#### **1.6 Budget and contracting**

The maximum budget is GBP 178,000 which must include personnel and expenses and be inclusive of all applicable local taxes. Bidders should clearly state tax-exclusive, tax component, and tax-inclusive totals in GBP. The supplier must provide a breakdown of budgeted personnel and expenses using Annex II.

Expenses should cover workshop costs, including interpretation and translation services, as well as travel and accommodation for the delivery team when required. The venue and logistics for capacity building activities will be supported by INECC at their facilities.

The successful supplier having passed the requisite due diligence checks will enter into a subcontractor agreement with Palladium for the delivery of these services. The agreement will include a milestone payment structure, the exact details of which will be agreed between both parties during contract mobilisation.

The supplier will submit a monthly invoice, forecast and progress update.

## Schedule 2 – Instructions for submission

### 2.1 Eligibility

#### *What type of organisations can apply?*

We invite applications from organisations with relevant experience in delivering technical assistance and capacity-building projects in relevant sectors. This includes the private sector, think tanks, consultancies, academic institutions, community organisations, NGOs, professional associations, and other similar entities with the expertise required to implement eligible projects.

Government agencies, government departments, staff and state-owned enterprises are not eligible to receive UK PACT funding, either as lead applicants or consortium partners.

#### *What types of costs are eligible?*

Eligible costs may include:

- Consultancy and/or staff time required to deliver project activities;
- Reasonable travel and subsistence expenses;
- Direct activity-related costs such as workshops, seminars, report production, translation, and similar outputs.

Ineligible costs include infrastructure, hardware, or the purchase of tangible assets.

This project will be managed under a subcontract, not a grant agreement. As a result, overheads cannot be charged as a separate cost line. All overheads and profit must be built into the daily rates provided in your budget.

### 2.2 Submission process

#### *Timeline*

Stage	Date
1. Terms of Reference (ToR) and application process launched	08 January 2026
2. Date for confirmation of intention to bid	16 January 2026
3. Deadline for receipt of clarification questions	16 January 2026
4. Deadline for submission of applications	29 January 2026
5. Applicants notified of project selection	20 February 2026
6. Due diligence complete	06 March 2026
7. Agreement signature	09 March 2026

#### *Applicant guidance*

Interested suppliers should complete and submit the below documents to [expertdeployments@ukpact.co.uk](mailto:expertdeployments@ukpact.co.uk) with the subject line: **RFQ Submission – [Supplier name]**  
**Economic Analysis Support for Mexico's Climate Adaptation Planning**

- **RFQ Response form**
- **Budget and Workplan Template**
- **CVs of key experts or personnel** (max two pages per CV)

Please note the following key dates:

- **Expression of Interest:** Please email us by 16 January 2026 (12:00 GMT) to express your (non-binding) interest in submitting a quotation and receiving tender updates by emailing [expertdeployments@ukpact.co.uk](mailto:expertdeployments@ukpact.co.uk)
- **Deadline for Queries:** 16 January 2026 (12:00 GMT) - Clarification questions must be sent using the template provided in Annex III
- **Submission Deadline:** 29 January 2026 (12:00 GMT)

## 2.2 Evaluation criteria

Criteria	Category	Weighting
Technical	Approach and methodology	35%
	Personnel	40%
Commercial	Competitiveness of the supplier's total cost	25%
<b>Total</b>		<b>100%</b>

### 2.2.1 Technical evaluation

The technical criteria will be evaluated by the procurement panel using the scale detailed below:

Score	Description
5 (Excellent)	Demonstrates an expert understanding of the project and proposes excellent and accurate solutions which address all requirements, and which are innovative where appropriate. Responses are excellently tailored to the context in all aspects. The level of detail and quality of information provides the highest degree of confidence in the ability to deliver.
4 (Very Good)	Demonstrates a very good understanding of the topic relating to delivery of the project. Responses are relevantly tailored to the context in the majority of aspects. There is sufficient detail and quality of information to give a strong level of confidence that they will deliver.
3 (Good)	Demonstrates a good understanding of the topic relating to the delivery of the project. Responses are reasonably tailored to the context for many of the aspects. There is a good level of detail and quality to give a good level of confidence that they will deliver.
2 (Satisfactory)	Demonstrates a satisfactory understanding of the topic relating to delivery of the project. Some appetite to tailor to context where required. Provides a limited level of detail and the quality of information provided gives only some level of confidence that they will be able to deliver satisfactorily.
1 (Unsatisfactory)	Demonstrates a poor understanding of the topic relating to delivery of the project. Poor tailoring to the context where this is required. Generally, an unsatisfactory and a low level of quality information and detail, leading to a low level of confidence that they will deliver.

0 (Fail)	Failure to address the material requirements of the project. No tailoring of responses to meet the context. No quality responses providing no confidence that they will deliver.
----------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

#### *2.2.2 Commercial evaluation*

The commercial evaluation will be conducted using the total cost quoted in the Schedule III - Budget and Workplan (Cell V24 of “Budget Summary” sheet).

Supplier scores will be calculated relative to the lowest price supplier using the formula below:

$$((\text{Cost of lowest price supplier}/\text{cost of supplier}) * \text{price weighting } 25\%)$$

Where required, a Best and Final Offer process may be used to differentiate between suppliers of equal scoring.

## Terms and Conditions

- 1. Quote conditions**  
By submitting a quote, potential suppliers are bound by these terms and conditions. Potential suppliers must submit offers with all details provided in English and with prices quoted in GBP.
- 2. Quote Lodgement**  
The Company may grant extensions to the Closing Time at its discretion. The Company will not consider any quotes received after the Closing Time specified in the RFQ unless the Company determines to do so otherwise at its sole discretion.
- 3. Evaluation**  
The Company may review all quotes to confirm compliance with this RFQ and to determine the best quote in the circumstances.
- 4. Alterations**  
The Company may decline to consider a quote in which there are alterations, erasures, illegibility, ambiguity or incomplete details.
- 5. The Company's Rights**  
The Company may, at its discretion, discontinue the RFQ; decline to accept any quote; terminate, extend or vary its selection process; decline to issue any contract; seek information or negotiate with any potential supplier that has not been invited to submit a Quote; satisfy its requirement separately from the RFQ process; terminate negotiations at any time and commence negotiations with any other potential supplier; evaluate quotes as the Company sees appropriate (including with reference to information provided by the prospective supplier or from a third party); and negotiate with any one or more potential suppliers
- 6. Amendments and Queries**  
The Company may amend, or clarify any aspect of the RFQ prior to the RFQ Closing Time by issuing an amendment to the RFQ in the same manner as the original RFQ was distributed. Such amendments or clarifications will, as far as is practicable be issued simultaneously to all parties. Any queries regarding this RFQ should be directed to the Contact Person identified on the cover page of this RFQ.
- 7. Clarification**  
The Company may, at any time prior to execution of a contract, seek clarification or additional information from, and enter into discussions and negotiations with, any or all potential suppliers in relation to their quotes. In doing so, the Company will not allow any potential supplier to substantially tailor or amend their quote.
- 8. Confidentiality**  
In their quote, potential suppliers must identify any aspects of their quote that they consider should be kept confidential, with reasons. Potential suppliers should note that the Company will only agree to treat information as confidential in cases that it considers appropriate. In the absence of such an agreement, potential suppliers acknowledge that the Company has the right to disclose the information contained in their quote. The potential supplier acknowledges that in the course of this RFQ, it may become acquainted with or have access to the Company's Confidential Information (including the existence and terms of this RFQ and the TOR). It agrees to maintain the confidence of the Confidential Information and to prevent its unauthorised disclosure to any other person. If the potential supplier is required to disclose Confidential Information due to a relevant law or legal proceedings, it will provide reasonable notice of such disclosure to the Company. The parties agree that this obligation applies during the RFQ and after the completion of the process
- 9. Alternatives**  
Potential suppliers may submit quotes for alternative methods of addressing the Company's requirement described in the RFQ where the option to do so was stated in the RFQ or agreed in writing with the Company prior to the RFQ Closing Time. Potential suppliers are responsible for providing a sufficient level of detail about the alternative solution to enable its evaluation.
- 10. Reference Material**  
If the RFQ references any other materials including, but not limited to, reports, plans, drawings, samples or other reference material, the potential supplier is responsible for obtaining the referenced material and considering it in framing their quote. And provide it to the Company upon request.
- 11. Price Basis**  
Prices quoted must be provided as a fixed maximum price and show the tax exclusive price, the tax component and the tax inclusive price. The contract price, which must include any and all taxes, supplier charges and costs, will be the maximum price payable by the Company for Services.
- 12. Financial Information**  
If requested by the Company, potential suppliers must be able to demonstrate their financial stability and ability to remain viable as a provider of the Services over the term of any agreement. If requested by the Company, the potential supplier must promptly provide the Company with such information or documentation as the Company reasonably requires in order to evaluate the potential supplier's financial stability.
- 13. Referees**  
The Company reserves the right to contact the potential supplier's referees, or any other person, directly and without notifying the potential supplier.
- 14. Conflict of interest**  
Potential suppliers must notify the Company immediately if any actual, potential or perceived conflict of interest arises (a perceived conflict of interest is one in which a reasonable person would think that the person's judgement and/or actions are likely to be compromised, whether due to a financial or personal interest (including those of family members) in the procurement or the Company).
- 15. Inconsistencies**  
If there is inconsistency between any of the parts of the RFQ the following order of precedence shall apply:
  - (a) these Terms and Conditions;
  - (b) the first page of this RFQ; and
  - (c) the Schedule so that the provision in the higher ranked document will prevail to the extent of the inconsistency.
- 16. Collusion and Unlawful Inducements**  
Potential suppliers and their officers, employees, agents and advisors must not engage in any collusive, anti-competitive conduct or any other similar conduct with any other potential supplier or person or quote any unlawful inducements in relation to their quote or the RFQ process. Potential suppliers must disclose where quotes have been compiled with the assistance of current or former the Company employees (within the previous 9 months and who was substantially involved in the design, preparation, appraisal, review, and or daily management of this activity) and should note that this may exclude their quote from consideration. Potential suppliers warrant that they have not provided or offered any payment, gift, item, hospitality or any other benefit to the Company, its employees, consultants, agents, subcontractors (or any other person involved in the decision-making process relating to this RFQ) which could give arise to a perception of bribery or corruption in relation to the RFQ or any other dealings between the parties.
- 17. Jurisdiction**  
This Agreement shall be subject to the laws of the Jurisdiction. The Supplier and the Company will use their best efforts to settle amicably any dispute, controversy, or claim arising out of, or relating to this Agreement or the breach, termination, or invalidity thereof. If no agreeable settlement can be found, any dispute, controversy, or claim arising out of or relating to this Agreement or the breach, termination, or invalidity thereof, shall be settled by arbitration in accordance with the UNCITRAL Arbitration Rules in effect on the date of this Agreement. The appointing authority shall be the Secretary-General of the Permanent Court of Arbitration. The Parties will be bound by any arbitration award rendered as a result of such



arbitration as the final adjudication of any such dispute. The place of arbitration shall be the headquarters location of Company at the time the claim is filed and the language of the arbitration will be English. The relevant laws shall be the laws of the Jurisdiction.

If your quote is successful, you will be required to enter into the Company's standard contract for the types of services being provided. In the provision of the Services, you will be required to comply with the Company's policies, including (without limitation) its Business Partner Code of Conduct and any relevant Project Manual. Potential suppliers must also comply with the Company's Business Partner Code of Conduct in the submission of any quotes pursuant to this RFQ. If you are bidding as part of a joint venture, partnership or similar, please make this clear in your submission. Likewise, if you propose to subcontract any part of the services provision, then disclose this fact within your submission. The Company may require additional information from you and approval for subcontracting will not be automatic as subcontractors will be subject to Palladium's Due Diligence process.