



Schweizerische Eidgenossenschaft  
Confédération suisse  
Confederazione Svizzera  
Confederaziun svizra

**Embassy of Switzerland in Nepal**

**Expression of Interest (EOI) Form**

Consultancy : Backstopping support for Swiss Agency for Development Cooperation (SDC) on digitalization in the employment, migration and TVET sectors.

Duration: 01 November 2025 – 31 May 2026

Submission Deadline: 07 September 2025, 17:00hrs NST

Submission Email: [kathmandu.application@eda.admin.ch](mailto:kathmandu.application@eda.admin.ch)

Subject Line: Backstopping support for SDC on digitalization

**1. Personal Information**

Name of the firm /Full Name	
Date of Birth	
Nationality	
Contact Address	
Mobile Number	
Email Address	

**2. Academic Qualifications**

(Please attach scanned copies of certificates)

Degree	Institution	Year Completed	Major/Field

**3. Professional Experience**

Organization	Position	Duration (date from/date to)	Key Responsibilities

**4. Relevant Skills and Expertise**

Examples/Details:

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**5. References**

(Please attach reference letters or provide contact details)

Name	Organization	Position	Contact Information



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**6.Expected remuneration for the assignment in Nepali Rupees**

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**7. Other documents required**

- Citizenship certificate

**8. Companies submitting the EoI are also requested to submit the following:**

- A detailed budget in Nepali Rupees
- Details of all proposed personnels (please use the above format)
- Legal registration document
- Recent tax clearance certificate

**Declaration**

I hereby declare that the information provided above is true and correct to the best of my knowledge. I understand that any false information may lead to disqualification.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_