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| **Information Questionnaire for Private Sector Entities**  **(to be attached to the request for assistance under the ISP/LDCs)**  1. What is the request for assistance about? (Please select the appropriate response(s))   * 1. \_\_\_: Investment-related negotiations   2. \_\_\_: Investment-related dispute settlement   3. \_\_\_: Pre-negotiation training and capacity development   2. Please select the areas where you might need assistance:  *Investment-related negotiations or pre-negotiations training and capacity development*   * Reviewing the feasibility of a proposed investment project with a potential foreign investor, and conducting related evaluations and assessments * Preparing contract negotiation positions * Preparing tender documents and managing tendering processes (where contracts are to be awarded through a competitive process) * Preparing financial structures for the operation and management of a proposed project * Drafting and negotiating contractual provisions * Selection of the dispute settlement method, which may include arbitration of disputes before an institution or *ad hoc*, depending on the nature of the project, as well as the applicable law and place and seat of arbitration * Preparing a monitoring system to ensure contract compliance and avoidance of disputes * Preparing and conducting negotiations on Bilateral Investment Treaties (BITs) or other investment-related agreements, and strengthening the capacity of beneficiary officials active in this field * Other: please specify   *Investment-related dispute settlement*   * Advising and/or representing the Client in existing or potential arbitration, mediation or negotiation proceedings between the Client and an investor, and in the enforcement (or challenge) of an award * Selecting arbitrators (where the arbitration clause is silent on the method of selection, the Expert will advise the Client on nominating an appropriate arbitrator based on qualifications, expertise, and experience) * Preparing submissions (drafting and finalizing the various pleadings to be filed before an arbitral tribunal or any other body chosen by the Client and investor for the settlement of disputes) * Attending arbitration hearings * Preparing and examining evidence * Other: please specify: ­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   3. Please indicate the category where you fall:  \_\_\_: Small and medium-sized enterprise that are so deemed under the national legislation, or  \_\_\_: Under-resourced enterprise  (see description of categories here <LINK to Private Sector Beneficiaries>)  4. Please provide a description of how you qualify for the assistance under the category you identified above, by referring to the questionnaire available in [this Programme Outline](https://www.idlo.int/sites/default/files/documents/ISP-LDCs%20Programme%20Document%20Draft_1.pdf) - *Appendix 1: Eligibility requirement for private sector entities, page 13 onwards* - (please be reminded that you will need to provide a declaration that you fulfil the eligibility requirements - [download Declaration](https://www.idlo.int/sites/default/files/documents/ISP-LDCs%20Declaration.docx). IDLO will request this Declaration after reviewing the information provided in this Questionnaire.)  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  5. Please provide a general description of the assistance sought? (please attach an additional sheet if needed)  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  6. Please provide the name(s) of the negotiation counterpart(s) or opposing party/ies and any counsel(s) hired by the negotiation counterpart(s) or opposing party/ies?  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  *(IDLO needs this information to approach the experts to conduct conflict of interest searches. If there are special considerations for confidentiality, please indicate them here and discuss those with IDLO as early as possible. Please be as exhaustive as possible because the late discovery of conflicts will lead to delays in assembling the expert team)*  7. Please list any Government ministries, agencies, or state-entity that may be involved in this request  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  8. What languages do you envision assistance in?  \_\_\_: English  \_\_\_: French  \_\_\_: Spanish  ­­­­­\_\_\_: Portuguese  \_\_\_: Arabic  \_\_\_: Other  9. At what stage is the request for assistance at (please select the appropriate response(s)):  \_\_\_: Early stage (nothing of substance has happened yet but we have been contacted for investment negotiation or envision a potential investment-related dispute)  \_\_\_: Intermediate stage (the negotiation or dispute is in the early phases)  \_\_\_: Advanced stage (the investment negotiation or dispute is ongoing, and we need assistance now)  10. Please identify the areas where you feel expert assistance might be needed? (please select the appropriate response(s)):  \_\_\_: International investment law and policy  \_\_\_: International arbitration  \_\_\_: International trade law  \_\_\_: International commercial law  \_\_\_: Project development  \_\_\_: Project finance  \_\_\_: Fiscal and tax management  \_\_\_: Tendering and procurement  \_\_\_: Accounting and financial analysis and reporting  \_\_\_: Political risk insurance  \_\_\_: Sector- and industry-specific (*e.g.*, geology, infrastructure, forestry, agribusiness), please specify:  \_\_\_: Environment, social impact and human rights  \_\_\_: Occupational health and work safety  \_\_\_: Governance (*e.g.,* anti-corruption, stakeholder engagement)  11. Please identify any particular time constraints that you have (for example, if you have a negation meeting, or you have to appoint an arbitrator, within 2 weeks, please let us know that now)  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  12. If applicable, please identify the appropriate industry/ies that relate to the request  \_\_\_: Oil & Gas  \_\_\_: Mining  \_\_\_: Electronics and Telecommunications  \_\_\_: Construction  \_\_\_: Shipping  \_\_\_: Fishing  \_\_\_: Other (please specify: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)  13. What type of expertise do you need?  \_\_\_: International Law  \_\_\_: Investment Arbitration Law  \_\_\_: General Commercial (Legal)  \_\_\_: Economists  \_\_\_: Accountants  \_\_\_: Environmental specialists  \_\_\_: Human Rights specialists  \_\_\_: Other (please specify: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)  14. How long do you envision assistance?  \_\_\_: Less than one year  \_\_\_: 1 year  \_\_\_: 1-2 years  \_\_\_: Greater than two years  15. Please provide any additional information on your assistance request that can help us. Please also provide any documents that can help us evaluate your request (including press reports and relevant internet links)  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Please provide the name and contact information of preferably two focal points for the present request of assistance:  Name:  Designation:  Contact Information:  Email:  Name:  Designation:  Contact Information:  Email:  By providing this information, you certify that you have the appropriate authority to submit the request for assistance.  Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_  Designation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_  Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ |