

## Countryside Dairy IB09TAP2 TA Provider Letter of Intention to Submit Proposal

To:

Melanie Machingawuta  
Team Lead  
CASA Technical Assistance Facility (TAF)  
E-mail: mmachingawuta@tns.org

**Applicant:** *[Applicant's name]*

Dear Ms Machingawuta,

Herewith **we/I** are confirming our intention to submit a proposal in response to Countryside Dairy IB09TAP2 released on **[insert date]** for the *Consultancy to develop a dairy hub farmer training model, set-up a pilot and provide implementation support* (the **Project**).

**We/I** further confirm and agree that:

1. the undersigned is duly authorised to represent *[Applicant's name]* and to sign this letter on **our/my** behalf;
2. **we/I**, our employees and representatives (together, the **Recipients**) shall maintain the confidentiality of all confidential information provided in connection with the Project, whether pertaining to FCDO, DOB Equity, Acumen, the CASA TAF or the Company which will receive the service (each, a **Disclosing Party**). (For these purposes, **confidential information** means all information (howsoever recorded) disclosed or made available, directly or indirectly, to a Recipient pertaining to the business, affairs, customers, clients, suppliers, plans, intentions, or market opportunities of a Disclosing Party or its operations, processes, product information, know-how, designs, trade secrets or software, but excluding any information (i) that was available to the Recipient on a non-confidential basis prior to disclosure by a Disclosing Party, (ii) that has come into the public domain (other than as a result of a breach of this agreement), or (iii) a Recipient is required by law to disclose (to the extent only of that requirement);
3. **we/I** acknowledge the rights of the Disclosing Parties in the confidential information, and shall return to you on demand all confidential information and shall not keep copies thereof (save to the extent required by law); and
4. **we/I** shall not use any confidential information for any purpose other than for the purposes of the Project.

This letter shall be governed in strict accordance with the laws of the Commonwealth of Virginia, USA.

Subject to receipt of this letter we look forward to receiving additional information relating to the Project.

Yours sincerely,

Name and position in capital letters:

Applicant's name:

Date (day/month/year):