



Project co-financed by the European
Regional Development Fund

Call for Expert

08 January 2018

TERMS OF REFERENCE

Project BleuTourMed_C3

Position: Senior Project Officer

Introduction

BleuTourMed_C3 (Maritime and Coastal Sustainable Tourism in the Mediterranean - Community building, Communication and Capitalisation) is an ETC project financed by the Interreg Mediterranean Programme 2014-2020.

The project is built on a transnational partnership with strong knowledge and experience on integrated coastal management and sustainable tourism policies, BLETourMed_C3 aims at supporting and ensuring synergies between a community of 14 MED modular projects with the objective of creating a cluster of projects able to enhance jointly solutions for the protection and promotion of natural and cultural resources in the Med area through a coherent strategy of Community Building, Communication & Capitalisation. The project is developing community building activities aiming at collecting the main results of the Modular Projects(MPs) and stimulating the co-ownership of data and results among them. It is also responsible for the Communication and Capitalisation strategy.

Objective of the Call

The objective of this call is to appoint an expert that will support the Adriatic Ionian Euroregion on the implementation of its commitment within the project BleuTourMed_C3.

More precisely, s/he will support the AIE on delivery the following tasks:

- Implementing the BLETourMed_C3 project activities and performing the financial task;
- Liaising with project partners;
- Attending project meetings;
- Contributing to organize the activities, events, initiatives of the project;
- Contributing to organize the events of the Euroregion and performing communication duties related with website;
- Assisting the Secretary General and the bodies of the association;
- Traveling within the territories covered by the project for participate in the project meetings.

It is expected that the expert will be required to participate in a limited number of project meeting or events relevant to the fulfilment of the objectives of the specific call (including virtual meetings).

Details of the call

- Type of contract: Contract for the provision of certain services
- Period : from February 2018 to May 2018
- Working time estimated: 30 days
- Place of Service: entire territories covered by the Euroregion, Office of the Secretariat, specific missions in Med area.
- Remuneration: The proposal of bid by the expert must respect the following remuneration ceiling: 5.000 Euro (VAT included).
- Kind of remuneration: The fees comprise the time dedicated by the expert to his/her tasks. Participation in project meetings will be done by the Euroregion covering all travel costs incurred in by the selected expert.

Selection Criteria and Application Process

1. Eligibility

- Applicants shall be citizens from Adriatic Ionian countries (see the countries of the member of the Euroregion on www.adriaticioninaeuroregion.eu)
- Citizens in possession of her/his full civil and political rights. S/he must not have been convicted by any law enforcement organization, civil, criminal or judicial body.

2. Experience and required skills of the applicant

The Applicant shall be inserted in the internal database of CVs of the Adriatic Ionian Euroregion and should have the following experience and skills: University Education, sound knowledge of the main regional and local authorities of the Adriatic Ionian Euroregion and MED area, their policies and mechanisms. Proven knowledge and expertise of EU Projects. Able to work independently as well as within team dynamics. Good communication skills (especially in public speaking). Good in English, and proven capacity to comfortably express her/himself in Italian.

3. Selection process

To apply the experts may only submit their offers including the economic proposal for the contract by letter addressing to the Secretariat of the Adriatic Ionian Euroregion, via Genova 11, 86100 Campobasso (Italy), using the FORM attached.

The deadline for sending bid for all applications is JANUARY 18, 2018.

As subcontractor, the Adriatic Ionian Euroregion will award the contract on the basis of the best value for money following this method:

- The AIE will invite at least 3 possible applicants selecting experts through its internal database and archive of CVs. (Possible candidate will be shortlisted by the Secretariat based on the experience required).
- The applicants should address the economic offers respecting all the terms of this call.
- The AIE will award the contract on the basis of the best economic offer of the candidates taking in to account the experience required.

In case of similar economic offer, the Adriatic Ionian Euroregion will contact the applicants and

interview them by skype or phone to evaluate their motivation. Maximum 3 applicants can be interviewed.

The results of the selection process will be communicated to the awarded candidate.

Contact

For more information on the call, please contact the Secretariat:

e-mail: secretariat@adriaticionianeuroregion.eu

Phone: 0039 0874 314 674 / 347

Annex

Bid Form

ANNEX

BID FORM

Notes to Bidders: Please complete this form demonstrating substantial responsiveness to the specifications described in the Terms of Reference.

To:
Secretariat of the Adriatic Ionian Euroregion
Via Genova 11
86100 Campobasso

In compliance with your Invitation for **“Call for expert, project BleuTourMed_C3, Senior Project Officer”**, I, the undersigned _____ intends to submit a bid/proposal in response to the above-mentioned tender.

The undersigned declares that:

- His/her CV is inserted as expert of EU projects in the internal database of CVs of the Adriatic Ionian Euroregion;
- He/she has examined the specifications including in the Term of References (eligibility criteria, award criteria, etc.);
- He/she has the necessary experience and skills, as requested by the Term of References.

The expected total honorarium to cover the above mentioned position of expert is: _____ € (all included).

The undersigned offers to provide the services in accordance with the request described in the term of reference. In case of positive assessment the undersigned accepts and agrees to sign a contract for provision of certain services.

Best regards,

SIGNATURE

Place and Date
