



Sustainable
tourism

Interreg
Euro-MED



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the European Union

TERMS OF REFERENCE FOR THE SELECTION OF AN EXPERT TO PROVIDE TECHNICAL ASSISTANCE FOR THE COORDINATION OF THE WORK PACKAGE TRANSFER

*In the framework of the Euro-MED
Community4Tourism Project*

Developed by:



Issue date: 05/02/2024

Deadline for submission of offer: **15 February 2024**



A project labelled by the UJM



Union for the Mediterranean
Union pour la Méditerranée
الاتحاد من أجل المتوسط



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1. Background information

The tenderer

This call is developed by the Adriatic Ionian Euroregion ([AIE](#)) in the framework of the WP2 of the Interreg Euro-MED Thematic Community project Community4Tourism.

The AIE is an association for the promotion of trans-national and inter-regional cooperation between regions and local authorities of the Adriatic and Ionian basin. The AIE is implementing the European Territorial Cooperation Community4Tourism Thematic Community project, co-financed by Interreg Euro-MED Programme 2021-2027. The Interreg Euro-MED programme is a transnational European Cooperation Programme for the Mediterranean area. The Programme is co-financed by the ERDF (European Regional Development Fund).

Origin of the project, description and specific objectives

Community4Tourism is an [Interreg Euro-MED](#) Thematic Community project coordinated by the Barcelona Provincial Council.

The partners are: Barcelona Provincial Council, University of Thessaly, Adriatic and Ionian Euroregion, CPMR, NECSTour, UNIMED, Plan Bleu, University of Tirana.

The Adriatic Ionian Euroregion (AIE) coordinates the Work Package 2 – Transferring.

The project is based upon the main objective of improving better governance of cooperation, both policy governance and multi-sectoral, multi-level and transnational territorial governance, with a strong focus on environment and climate, promoting a smarter and greener Mediterranean, which is in line with the European Green Deal, the Sustainable Development Goals of the United Nations and the Territorial Agenda 2030 and other key initiatives such as the Glasgow Declaration on Climate Action in Tourism.

The project is built upon the outputs of the Interreg MED 14/20 Sustainable Tourism and BleuTourMed Projects but reinforces its objectives to current new challenges.



It integrates the 4 Programme's specific objectives, as tourism has shown itself to be a transversal issue in the MED area, involving all kinds of stakeholders, agents, and territories. It will address its activities to pursue the consolidation of a competitive innovation ecosystem, support a circular economy, promote climate change adaptation, and enhance nature and biodiversity. As a result of its activities, it will produce jointly developed solutions and promote cooperation across borders.

The Interreg Euro Med programme fund projects willing to bring solutions to address 4 complimentary missions and to find concrete and shared solutions to global challenges such as the transition towards a climate-neutral and resilient society.

These 4 missions are: (1) Strengthening an innovative sustainable economy, (2) Protecting, restoring and valorising the natural environment and heritage, (3) Promoting green living areas and (4) Enhancing sustainable tourism.

Each mission integrates two governance projects (the Thematic Community Project and the Institutional Dialogue Project, allocated under the governance priority), plus a number of Thematic Projects that will be approved through different calls (these allocated under the programme's priorities of Smarter Mediterranean and Greener Mediterranean).

The Thematic Community Project (TCP) of the Mission Sustainable Tourism, hereafter Community4Tourism project, is one of the projects approved under the Governance Priority of the Interreg Euro-MED Programme.

Furthermore the Interreg Euro Med programme has approved in November 2023, no.10 Thematic Projects (TPs) under the Mission (4) Enhancing sustainable tourism. These project are: COOL NOONS, HERIT ADAPT, LIBECCIO, MAST, MedDiet Go, MED-GIAHS, MED-Routes, NaTour4CChange, SMITour, TOURISMO.

Community4Tourism will interact and give support to the above mentioned Thematic Projects, supporting them during their project implementation and by developing different activities, mutual exchanges, joint synergies within this community of project, as well as with other external actors and initiatives.

More specifically, Community4Tourism aims at:

- facilitating the exchanges and the development of synergies between thematic projects at Med level;



- developing technical knowledge embedding the results of the projects and strategies;
- supporting the effective transfer of their results to other territories or stakeholders;

The project Community4Torusim has been split into three Work Packages:

1. Work Package 1 - Re-use: aims at facilitating the exploitation, sharing and reuse of knowledge, experiences and project results by other Euro-MED projects or other programmes to foster the production of relevant work, and establish conditions to develop synergies between projects.
2. Work Package 2 – Transfer: aims at encouraging the transfer of practices and results to other actors and territories and their integration in the development of local, regional, national, and European (mainstream) policies and strategies.
3. Work Package 3 – Coordination: aims at increasing coordination between actors in the MED (multi-level, transnational) based on the acquired knowledge, experience, and results. Improve synergies responding to Mission challenges and contribute to the macro-regional and sea basin strategy.

To know more: <https://sustainable-tourism.interreg-euro-med.eu/>

Objective of the Terms of Reference

The main objective of the contract is to contribute to the goals of the Community4Tourism project, by subcontracting services that are necessary for the implementation of the tasks forming part of the activities that the AIE needs to carry out within the project from February 2024 to January 2025, especially for the main tasks under the Work Package 2 – Transfer.

To this purpose, the AIE intends to select a consultant/consulting firm to support the implementation of project's activities and collaborate to the production of the related deliverables.

Context and WP activities

The AIE is coordinator of Work Package 2 – Transfer. The WP2 aims at encouraging the transfer of practices and results developed by the projects of the Community (so far 10 projects have been approved by the programme) to other actors and territories and their integration in the development of local,



regional, national and European (mainstream) policies and strategies. The final output of WP2 Transfer is the creation of at least two (2) joint solutions to support transferring activities.

WP2 Transfer is composed by different activities, such as:

- Activity 2.1 - Analyses on replicability conditions of thematic project results
- Activity 2.2 - Creating and consolidating networks to facilitate transferring and mainstreaming processes
- Activity 2.3 - Complementing and supporting transferring and capacity building
- Activity 2.4 - Interreg Euro-MED Academy
- Activity 2.5 - Coordinating with Institutional Dialogue Project (IDP) and Joint Secretariat (JS)

The AIE will be responsible for coordinating and supervising all the above-mentioned activities in close collaboration with the other partners (in particular with the Lead partner, the task leaders of the WP and with the 10 Thematic Projects).

In 2024, the partners, under the coordination of AIE and the selected consultant/company, will have to work to the following activities and deliverables:

- *Activity 2.1 - Analyses on replicability conditions of project results.* The activity has the University of Thessaly (UTH) as task leader. AIE will have to work in close collaboration with UTH for drafting the methodology of deliverable D 2.1.1 – Transferability analysis report. The Activity 2.1 aims to analyse the results of the Community of thematic projects on Sustainable Tourism financed by the Interreg Euro-Med Programme. So far, ten projects have been approved during the first call of the Programme. The Analysis will be done on the thematic projects according to the criteria of replicability, adaptability, transferability and integration, with the objective of providing an overview of what is possible to transfer within the 4 Mediterranean Clusters (MCs) and beyond. The analysis will emphasise specific types of replicability prerequisites in order to achieve an effective
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transferring. In 2024 the final outcome will be to elaborate and to draft the Methodology for D.2.1.1 in collaboration with UTH. The methodology will be based on the transferring potential tool of the projects and the results of the analysis will then be the basis for the activity within the 4 Mediterranean Clusters.

- *Activity 2.2 - Creating and consolidating networks to facilitate transferring and mainstreaming processes.* The aim is to create and consolidate 4 Mediterranean Clusters (MC), one for each of the 4 Specific Objectives of Mission 4 of the Interreg Euro-Med Programme. These working groups are the place where the dialogue between the Thematic Projects and the Mediterranean stakeholders becomes concrete and creates the conditions for transferring and mainstreaming according to the Results Amplification Strategy (RAS) of the Programme. The aim of MCs is to foster the continuous exchange of best practices, outputs, tools, ideas, policies, events coming from the Thematic Projects and to support the D4T in its objectives of implementing transformative policies and capitalisation mechanisms. Each MC will be coordinated by 2 Thematic Coordinators (partners of Community4Tourism). MCs' participants will produce strategic deliverables such as policy documents and will participate in the annual event. As far as AIE, it will co-coordinate the specific Med Cluster on "Innovation and technology capacities". AIE will be responsible also to: - coordinate the whole activity; - define and update the composition of each group; - write and update the rules and management of each cluster; - coordinate the other partners in the definition of the working plans of each MCs; - coordinate the organisation of the annual event of the MCs. Each MCs will be equipped with a working plan, a map of potential participants, a common calendar.

Finally, the AIE will have to supervise also the production of the deliverable 2.2.1 "Manual for the implementation of ICZM protocol at regional level" which is under the responsibility of two other partners (CPMR and PlanBleu)

- *Activity 2.3 - Complementing and supporting transferring and capacity building.* The aim is to organise networking for the MCs, so periodic events (seminars, workshops) will be organized to keep the spirit of the MCs alive and to maintain the attention of its members on the activities and the



achievements of the projects. Details of the annual meetings to be organized will be specified in the working plans of each MC. The activity will foresee the organisation of midterm (2026) and a final Conventions (2029) as well as a plan for policy makers study visits and an open call for transferring. AIE will be responsible to coordinate this activity in collaboration with other partners and to coordinate the organisation of the KoM of the Annual Cluster Meetings and to: - coordinate together with CPMR the organisation of the first annual meeting of the Cluster “Innovation and technology capacities”. Both events will take place on 10-11 April in Rome; – coordinate the production of follow-up report of the first annual meeting of the MCs; - define the 2025 calendar of the annual meetings of the MCs.

- *Activity 2.4 - Interreg Euro-MED Academy.* This activity is mainly coordinated by UNIMED and AIE is involved as WP coordinator. The Interreg Euro-MED Academy will be instrumental in amplifying the results of the thematic projects as much as its thematic community and to some extent the whole Programme by creating a sustainable tourism community of learners. More specifically, it will transform the knowledge and tools produced by Interreg Euro-MED projects into learning opportunities to gather our target audiences around the Mediterranean region. As first step of the Activity, UNIMED will coordinate the production of Deliverable 2.4.1 “Analysis of learning needs of the Academy’s target audience”. The analysis will be finalized in 2024. The document will be drafted and finalized by UNIMED but the AIE will support UNIMED in identifying the contents of this document and will be involved in the follow up of the already launched survey focused on learning needs.
- *Activity 2.5 - Coordinating with IDP and JS.* AIE and all partners, when designing and implementing their activities, will coordinate with the Institutional Dialogue Project - IDP (named Dialogue4Toursim) in mission 4 and also with the other governance Projects of the other 3 missions. This activity will also include other coordination activities at a Programme level proposed by the Joint Secretariat (JS). DIBA is the partner that leads this task and it will be the referent for the permanent contact group (DIBA), with the involvement of all key partners, such as AIE as WP leader.
- *Activities in other WP but linked with WP2:* AIE will have to monitor assigned Thematic Projects in which AIE is nominated as “Angel”. In order to achieve an effective synthesis and integration of the Community’s



outputs and results. Two thematic projects (named Libeccio and Med Diet Go) will be regularly monitored by AIE who will act as “Angel” of the two Thematic Projects.

2. Description of the Work

Purpose and expected outcome of the work

In the framework of WP2 - Transfer of Community4Tourism Project, the AIE is looking for a specialised consultant/consulting firm who will be responsible for coordinating the whole work package throughout 2024. The desired outcomes are to provide a concrete technical assistance to the AIE project team, as well as to the whole partnership.

For this purpose, the contractor will be asked to:

- Contribute to the overall coordination and supervision of WP2 activities and expected outcomes in 2024.
- Ensure that the task leaders of “Act. 2.1 - *Analyses on replicability conditions of project results*” and the other involved partners, will draft the methodology of deliverable *D2.1.1 – Transferability analysis report* and have a common methodology for analysing the results of the Community of thematic projects (see also the paragraph *Context and WP activities*).
- Provide, on behalf of AIE, the content contributions to the above-mentioned methodology.
- Work on and coordinate the whole *Activity 2.2 - Creating and consolidating networks to facilitate transferring and mainstreaming processes*. In particular the consultant/consulting firm will work to the definition of the composition of the groups of the Mediterranean Clusters (one for each of the 4 Specific Objectives of Mission 4 of the Interreg Euro-Med Programme) by:
 - o selecting participants among Thematic Projects, Associated partners and Mediterranean stakeholders;
 - o reviewing and updating the composition of each group;
 - o finalising and updating the rules and management of the clusters;
 - o supervising the other partners in the definition of the working plans of each MC;
 - o participating and actively contributing in the organisation of 2024 annual event of the Mediterranean Clusters;



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- Interacting with other MCs' coordinators for the definition of 2024 - 2025 calendars;
 - co-coordinating and animating (together with CPMR) the specific Med Cluster on "Innovation and technology capacities";
 - interacting with CPMR and PlanBleu for the production of the deliverable 2.2.1 "Manual for the implementation of ICZM protocol at regional level".
 - Work and coordinate the whole *Activity 2.3 - Complementing and supporting transferring and capacity building*. In particular the consultant/consulting firm will:
 - actively support the organisation of 2024 MCs annual event (KoM of the community), which will be held in Rome on 10-11 April 2024;
 - prepare the agenda of the first meeting of MC "Innovation and technology capacities" to be organised in Rome on 10-11 April 2024;
 - prepare a follow up report of the first meeting of the MC "Innovation and technology capacities";
 - keep the contacts with the members of the MC "Innovation and technology capacities", helping them in evaluating and assessing the results of the thematic projects;
 - propose and draft a work plan 2024-2025 for the above-mentioned Cluster.
 - Follow the work of Activity 2.4 - Interreg Euro-MED Academy. Since UNIMED is the partner in charge of this activity, the contractor will interact with the task leader for ensuring the smooth implementation as well as the production of the planned Deliverable 2.4.1 "Analysis of learning needs of the Academy's target audience". The consultant will contribute to the finalisation of the analysis by sending contributions to UNIMED and by reviewing the results of a survey launched in 2023.
 - Help AIE in its contribution to *Activity 2.5 - Coordinating with IDP and JS* (see also the paragraph *Context and WP activities*).
 - Monitor two Thematic Projects (TPs) in which AIE is nominated as "Angel" (Libeccio and Med Diet Go), by conducting at least bi-monthly regular meetings with the two projects, by attending key project events and by preparing monitoring reports as a follow-up activity of the monitoring process. The objective is to understand TPs' particular aims, objectives and actions, then collect and analyse their future results.
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- Support AIE in its role of “territorial antenna” for contacting and following key actors in its territory of competence (Italy, Croatia and Malta) with a view to transferring, liaising and mainstreaming both project results and the results of the Thematic Projects.
- Regularly generate and update a mapping of stakeholders of AIE territories that can be used for the project’s activities (this could lead to the production of an “Antenna Action Plan”, according to the needs of the project).
- Participate in the periodical technical on-line meetings (on a monthly basis) and steering committee meetings of the project (on a semi-annual basis).

All the activities can be modified and adjusted to the necessities of the project during its implementation.

Other requirements

As far as concerned the internal and external working relations, the consultant/consulting firm will:

- work in close contact with AIE’s project manager and staff in implementing the project’s work plan;
- collaborate with the project’s administration unit in project budgeting, contracting, monitoring of project spending, financial reporting;
- interact with project partners;
- interact with Thematic Projects;
- interact with relevant external actors for transferring and mainstreaming.

The consultant or a responsible of the consulting firm must:

- guarantee at least 3 full working days at the office of AIE Secretariat in Campobasso (Italy);
 - attend coordination meetings at the AIE office of the Secretariat in Campobasso (when needed and indicatively on a monthly basis). These meetings will be planned in advance;
 - provide a bi-monthly report to AIE. The report must indicate the activities carried out and the results achieved with respect to the aforementioned description of the work, also attaching any supporting documentation.
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The consultant/consulting firm will anyhow not be entitled to ask for the reimbursement of travel and accommodation expenses incurred to reach the AIE office of the Secretariat in Campobasso.

Expected Schedule

The contract with the consultant/consulting firm is expected to start in February 2024. A tentative schedule, which can be refined in the applicants' offers is the following:

- February 2024: Formalisation of the contract;
- February 2024: Start of the activities and preliminary meeting with AIE to plan the activities;
- March/April 2024: Revision and delivery of the final version of the "Guidelines for the coordination of Mediterranean Clusters";
- March/April 2024: Fine Tuning and Delivery the MED cluster composition document;
- April 2024: Delivery of the 1st Annual Meeting of the MCs during the Annual event in Rome on 10-11 April;
- May/June 2024: follow-up of the 1st Annual Meeting of the Clusters;
- May/June 2024: 1st round for monitoring the Thematic Projects (TPs) assigned to AIE (Meetings and follow up reports);
- Spring/Summer 2024: Support the AIE for sending contribution for D2.1.1 Transferability analysis report;
- Summer 2024: follow-up of the activities within the MCs;
- Summer 2024: definition of the workplan for the Cluster "Innovation and technology capacities";
- June 2024: Interacting with CPMR and PlanBleu for the production of the D2.2.1 "Manual for the implementation of ICZM protocol at regional level" and participation to the workshop in which the deliverable will be presented.
- July 2024: contribution to the "Analysis of learning needs of the Academy's target audience" and finalisation of the document;
- September: 2nd round of monitoring the Thematic Projects (TPs) assigned to AIE (Meetings and follow up reports);
- September 2024: interacting with other MCs' coordinators for the definition of 2025 calendars;
- October/November 2024: Finalization of the Transferability analysis report;



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- December 2024: completion of the map of stakeholders of AIE territories (Italy, Croatia, Malta) and drafting of the “Antenna Action Plan”;
 - December 2024: 3rd round of monitoring the Thematic Projects (TPs) assigned to AIE (Meetings and follow up reports).

3. How to reply to this Tender

Profile of the tender

The profile of the applicants (self-employed individual or company) must comply with the following criteria:

EXPERIENCE

- At least 5 years of experience in project management with proven knowledge of EU-funded projects , especially in INTERREG. Experience in the Euro Mediterranean area will be an asset;
- Experience in supporting the coordination of WPs dealing with networking, stakeholders’ engagement and capacity building activities.
- Proven communication skills and ability to mobilise information and existing knowledge in an efficient way.
- Strong conceptual and synthesis abilities in drafting documents and project deliverables.
- Capacity to manage working groups, at international level;
- Experience in delivering and organising transnational workshops and events with ability to facilitate and create lively exchange and focused discussion.
- Good knowledge of tourism policies, actors and governance processes in Euro mediterranean countries and EUSAIR area. Knowledge and understanding of policy frameworks related to Tourism in Mediterranean area will be an asset (with particular importance of the major initiatives, programmes, projects and players active in the area).

EDUCATION

- University degree or diploma of the self-employed individual and/or of the representative of the company. Holding post-graduate degree(s) in disciplines that allow a comparative understanding of EU policy-making will be an asset.

LANGUAGE SKILLS



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- Fluency in English with proven technical writing skills. Working knowledge of other Euro-Mediterranean languages (such as Serbo-Croat, Italian, French, Spanish, Portuguese, etc.) will be a plus for working with the AIE team and the other partners.

OTHER

- In case the applicant is a self-employed individual, he/she must already have a VAT number as professional.

How to Apply

The applicant must send the offer **before 23:59 (CET) on 15 February 2024**, via email to secretariat@adriaticionianeuroregion.eu

The email must have the following subject: "Technical assistance for Community4Tourism Project".

The offer must be sent in one single file on PDF format and must contain:

- The **methodological approach** that will be followed for the development of the service (no more than 4 pages);
- The description of the **organisation's experience and/or the concise Curriculum Vitae** of the candidate.
- The **economic offer** (taking into account that the ceiling amount available for this service is 20.760 €, excluding VAT).

Language in which offers can be submitted: English only.

The offers received after the aforementioned deadlines will not be evaluated.

The sending of the offer does not in any way constrain the AIE to request the service in question.

4. Evaluation of the offers

Review of Proposals and Awards Criteria

The selection of the consultant/consulting firm will be based on the evaluation of the technical and financial offer, as well as the experience:

- Evaluation of methodological approach. **Maximum 30 points**.
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- Evaluation of the experience of the organisation and/ or concise CV of the candidate (*Experience in project management; Experience in supporting the coordination of WPs dealing with networking, stakeholders' engagement and capacity building activities; Proven communication skills; Abilities in drafting documents and project deliverables; Capacity to manage working groups; Experience in organising transnational workshops/events; Good knowledge of tourism policies, actors and governance processes in Euro mediterranean countries and EUSAIR area*). **Maximum 40 points.**
 - Evaluation of the economic offer. **Maximum 30 points.**

The AIE secretariat will be responsible for establishing an evaluation committee which will have the full responsibility of assuring that the evaluation will be done in accordance with all public procurement rules.

The financial offers will be compared with the maximum budget available for the contract (20.760,00 € excluding VAT). The applicants that exceed the maximum budget allocated for the contract will be considered unacceptable.

The consultant/consulting firm that gathers the maximum score will be selected and contracted.

The results of the selection procedure will be notified only to the awarded provider in maximum 10 days after the final evaluation by the AIE evaluation committee.

Awarding

The contracting authority will award the final contract to the proposal judged to be the most economically and technically advantageous, with a deadline of **29 February 2024**.

5. Contractual and financial terms

Contracting Authority

Adriatic Ionian Euroregion (AIE) - Jadransko Jonska Euroregija (JJE)
Branitelja Dubrovnika 45 – 20000 Dubrovnik (Croatia)
VAT/OIB: 87750913519



Budget

The maximum amount available for this service is **20.760,00 € excluding VAT**.

The travel and accommodation costs for the participation of the expert in the project meetings and events relevant to the scope of this contract are not included in the contract. The AIE has allocated extra budget for covering travel and accommodation costs. The participation in project meetings and events will be agreed among the AIE and the contractor. The expenses incurred for travelling will be reimbursed by AIE only if the working trips have been previously authorised by AIE and fully documented with supporting documents by the contractor.

Contracting, financial terms and payment

The contract is expected to be signed in February 2024. Execution of the tasks is to start upon the entry into force of the contract, which will take place from the date on which it is signed.

The service contract will last for **12 months**, presumably **from 20/02/2024 to 20/02/2025**.

A possible extension of activities may be considered by AIE.

The acceptance of the offer of the successful tender implies the acceptance of the conditions and schedules detailed in these ToRs.

In the case that the specialist has no tax residence in Croatia, but in another EU countries, the AIE will be responsible for paying the VAT in Croatia. Therefore, in such case, the fees to be charged by the consultant/consulting firm will be submitted net of VAT.

The price will be paid every two (2) months upon presentation of:

- No. 5 bimonthly interim and final reports.
- Duly-issued and detailed invoices.

The consultant/consulting firm must report to the AIE about the achievements of the entrusted tasks, by providing an electronic version of the produced documents. Electronic files shall be editable and in Microsoft® Office or equivalent for Windows format. Moreover, upon accomplishment of each task



and during and at the end of the contract period, the contractor must submit five task achievement reports and a final report which must be written in English.

The payment term for the invoices will be: Bank transfer within 20 days after the acceptance of the original invoice. The bank account details will be asked to the consultant/consulting firm.

The AIE maintains the right to require additional fiscal documentation if considered needed. The tax legislation in force at the date of acceptance of the offer will be applied.

The invoices have to include the following information:

- Header: Jadransko Jonska Euroregija (Adriatic Ionian Euroregion) - Branitelja Dubrovnika 45 – 20000 Dubrovnik (Croatia) VAT code: OIB 87750913519;
- Invoice object: "Community4Tourism Project - Ref: (Interreg Euro-Med Programme)– Technical Assistance for the Coordination of the Work-Package Transferring.

The AIE is not in the condition to pay in advance the invoices.

Other issues

- The AIE, as a contracting entity, reserves the right not to proceed with the awarding of contracts if no candidature is convenient or suitable in relation to the subject of the contract, without the applicants having nothing to claim, not even as a pre-contractual liability.
- The AIE will proceed to award the tender even in case a single valid candidature is received, in the case that it is considered appropriate and convenient.
- The AIE has the right to contact the applicants and conduct interviews via tele-conference if necessary, for better evaluate the candidatures.
- The sending of the candidatures does not and in any way constrain the AIE to request the services in question.
- In case of significative budget reduction due to any circumstances, the AIE, as a contracting entity, reserves the right not to finalise the agreement with the selected consultant/consulting firm.
- In the spirit of cooperation and exchange, the ownership of the work covered by the contract related to the present Terms of Reference and co-



funded by the Interreg Euro-MED Programme is open to the public and free of rights. The deliverables and results of the project should be accessible and available to the general public for free and in a usable format. The Managing Authority/Joint Secretariat and any other relevant Programme stakeholder can use them for information and communication purposes. The authorship of the work covered by the contract related to the present Terms of Reference is co-shared between the author and all the partners of the engaged project.

- Despite the public execution of the project, part of the information exchanged for the development of the purpose of this contract between the AIE and the selected contractor may be confidential. On this basis, only the documents and other pieces of information provided explicitly with the statement “confidential” will be dealt with as such. The contractor ensures that it respects its confidentiality and does not disseminate it, forward it to third parties or use it without prior written consent from the AIE.

Contacts

In case additional information is required to submit the proposal, we kindly invite you to contact the AIE Secretariat by writing to the e-mail address: secretariat@adriaticionianeuroregion.eu.

Only relevant questions in writing concerning clarifications about the tender will be answered.

This open procedure and ToR, as procurement documents, are available for consultation on AIE’s website under the sub-section “Jobs & Tenders”.