



## CALL FOR TENDERS

# Procedure for the contracting of a service provider to assist in the conception and implementation of a Transformative Innovation Policy Lab (TIPLab) dedicated to Social Innovation in Mediterranean Food Value Chains

*In the framework of the Euro-MED  
Dialogue4Innovation Project*

**Contracting Authority:** Adriatic Ionian Euroregion

**Issue date:** 1st September 2026

**Deadline for submission:** 14 September 2026

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## Procedure Overview

The Adriatic Ionian Euroregion (AIE) is looking for an experienced expert/service provider specialized in Social Innovation in Food Value Chains and stakeholder engagement processes, with particular emphasis on policy labs organization and execution.

The profile of the applicants must comply with the following criteria:

- Proven, track-record expertise in facilitation and stakeholder engagement processes and capacity to manage working groups
- Proactive and collaborative approach to problem-solving.
- Strong communication and networking skills to work effectively with other TIPLabs and stakeholders.
- Strong conceptual and synthesis abilities in drafting documents
- Flexibility to attend trainings (online and in-person) and participate in events as required.
- Knowledge of Mediterranean regional and European policies;
- Knowledge of European Territorial Cooperation projects.
- Technical knowledge is relevant to addressing place-based challenges, particularly those related to ISE Mission and S3 priorities, would be a useful asset.
- Experience in delivering and organising workshops with ability to facilitate and create lively exchange and focused discussion.
- Strong language proficiency in English; Knowledge of Mediterranean languages (especially Italian) will be considered an important asset.

The main tasks to be performed are:

- Preparatory Research (Desk Work);
- Receiving trainings and participating to Dialogue4Innovation events, trainings and Med Innovation Camps;
- Preparing working sessions & dynamics;
- Co-Management, organization, delivery and reporting of the sessions;
- Final reporting and monitoring, evaluation and learning (MEL);

## Background

This call is developed by the Adriatic Ionian Euroregion (AIE) in the framework of Dialogue4Innovation project (D4I), cofinanced by the Interreg Euro-MED programme, a transnational European Territorial Cooperation Programme supporting cooperation across the Mediterranean area. The Programme is co-

financed by the European Regional Development Fund (ERDF), one of the main financial instruments of the European Union's Cohesion Policy.

The Adriatic Ionian Euroregion (AIE) is an association of regional and local authorities from the Adriatic-Ionian area, established to promote transnational and interregional cooperation. As part of its commitment to fostering innovation and sustainable development, AIE is a partner in the Interreg Euro-MED Dialogue4Innovation (D4I) project. Together with Community4Innovation (C4I), D4I forms the two governance projects of the [Innovative Sustainable Economy \(ISE\) Mission](#) under the current Interreg Euro-MED Programme.

The ISE Mission is one of the Programme's four strategic missions. Each mission is supported by two governance projects: one Institutional Dialogue project and one Thematic Community project. The other strategic missions of the Interreg Euro-MED Programme are Sustainable Tourism, Natural Heritage, and Green Living Areas.

## Origin of the Project

[Dialogue4Innovation](#) is a flagship initiative under the Interreg Euro-MED Programme's Mission for an Innovative Sustainable Economy (ISE). It brings together public authorities, research institutions, businesses, and civil society organisations from across the Mediterranean to strengthen governance and foster systemic innovation.

Through capacity-building activities, policy dialogue, and multi-stakeholder cooperation, the project aims to address key regional challenges, including the ecological transition, rural depopulation, and sustainable development. By promoting inclusive governance and coordinated action, Dialogue4Innovation seeks to embed sustainable innovation practices into regional and national policies, thereby strengthening the Mediterranean's contribution to European and global sustainability objectives.

One of the project's core initiatives is the **Transformative Innovation Policy Labs (TIPLabs)**, which serve as collaborative spaces for stakeholders to co-create solutions to pressing societal and environmental challenges. Developed in collaboration with the Transformative Innovation Policy Consortium (TIPC), TIPLabs use methodologies such as *systems mapping*, *Multi-Level Perspective (MLP) analysis*, and the *Two Loops Model* to facilitate systemic change.

These labs enable participants to experiment with and develop transformative policy approaches, aligning local actions with the broader Sustainable Development Goals (SDGs). By fostering a shared understanding of complex

challenges and promoting integrated approaches, TIPLabs play a crucial role in driving the Mediterranean's transition towards a more sustainable and resilient future.

### **Specific Objective of the Service**

The assignment aims to **support the Dialogue4Innovation partner AIE in the development of a Transformative Innovation Policy Lab (TIPLabs)**, which address sustainability-related challenges specific to an identified territory yet aligned with the ISE Mission and a Mediterranean scope.

This effort will involve **engaging with stakeholders, organizing and participating in workshops, and contributing to support the process for the implementation of tailored innovative solutions.**

The process aligns with the Dialogue4Innovation (D4I) project methodologies, where transformative innovation policy is key, and shall be coherent with the Guidelines for the design and implementation of the Transformative Innovation Policy Labs (TIPLabs). The integration with the Smart Specialization Strategy (S3) embedded in SDGs priorities is crucial, as it is the multilevel process that articulates mechanisms for sustainable transitions at the policy level.

According to the common methodology, the Transformative Innovation Policy Lab (TIPLab) is conceived as a “challenge-driven journey” aimed at addressing place-based challenges aligned with the objectives of the ISE Mission. This journey is structured around a **three-session innovation camp format** to be implemented throughout 2027, providing a facilitated space for local and regional actors to collaboratively explore complex and systemic challenges and problems.

The emphasis is not merely on identifying isolated solutions, but rather on fostering a deeper, shared understanding of the multifaceted challenges affecting specific territories. By bringing together diverse stakeholders (including public institutions, research organisations, civil society, and businesses) TIPLabs ensure that multiple perspectives contribute to the framing of challenges and the identification of potential responses.

The TIPLab journey culminates in the development of a **collective action plan**, co-designed by participants, which outlines transformative actions to be implemented beyond the TIPLab itself.

To ensure that this plan leads to meaningful and sustained change, a **Monitoring, Evaluation, and Learning (MEL)** framework is adopted.

This framework supports ongoing assessment of both the TIPLab process and its outcomes, fostering adaptive learning and enabling continuous improvement. By integrating systemic thinking, participatory facilitation, and long-term follow-up, the TIPLab approach is designed not just to solve immediate problems but to contribute to broader systems change in line with the ISE Mission's sustainable development goals.

Each D4I partner needs to perform a different TIPLab through the identification of a specific place-based challenge. The partner also needs to adapt the scope and nature of the challenge to its own agenda and organizational structure.

Due to its network-based, regional membership approach AIE has selected a territorial challenge, namely “**Bridging the gap between developed coastal areas and depopulated inland areas through food value chains, agriculture and social innovation**”. At the same time, it has focused on a transnational, cross-Mediterranean approach to the same challenge.

Below you can find a schematized planning of the TIPLab's essential information (i.e. number and type of sessions, typology of activities/steps to be performed). Further details on the specific steps of the service work defined in this contract are available in the section below.

As an initial source of information, perspective applicants to this call for tender can refer to the example of three editions of ISE Innovation Camps organized by the project, which also employ similar methodologies. Reference materials on the previous three editions of the Innovation Camps are available at this [links](#).

However, please note that further training materials (i.e. TIPLab Methodological Guide; Draft Technical Note on AIE TIPLab) as well as live/online training sessions will be provided to the selected candidate in beginning of the contract.

## Summary of the TIPLab's Key Elements

| Sessions                  | Part 1                                                                                                                                                  | Part 2                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Part 3                                                                                                                                                                                                                                                                                                                                                  |
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| <b>Specific Objective</b> | <i>Thematic Exploration of the Challenge + Focus Group</i>                                                                                              | <i>Knowledge &amp; Solution Transfer for the Challenge + Policy Workshop on Solution Implementation</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <i>Adaptation and discussion of EU Public Policies to Med. Scale</i>                                                                                                                                                                                                                                                                                    |
| <b>General Concept</b>    | <p>-Presentation of TIPLab Framework</p> <p>-<b>Focus Group Workshop</b> using available Dialogue4Innovation materials (i.e. Guidelines of TIPLabs)</p> | <p><b>Showcase of INTERREG Euro-MED</b> solutions and good practices addressing the challenge of bridging the gap between developed coastal areas and depopulated inland areas through innovative approaches to agriculture, food value chains, social innovation and place-based development.</p> <p><b>TIPLab Designation Workshop</b> on innovative solutions for bridging coastal and inland areas through food value chains, agriculture and social innovation (identifying barriers, enabling factors, and implementation needs).</p> <p>Locating the Solutions in the 2 Loops Model (GenCat Materials)</p> | <p><b>Debate and discussion of the most recent EU strategic documents</b> (e.g. ISE Mission priorities on Smart Specialisation (S3), innovation ecosystems, sustainable value chains, and place-based innovation for territorial resilience).</p> <p>- <b>Workshop for translation of previous findings and EU documents</b> into regional policies</p> |

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| <b>TIPLab Steps</b> | <ol style="list-style-type: none"> <li>1. Setting the Scene</li> <li>2. Systemic Approach to the Place-based Challenge</li> <li>3. Envisioning the desired Future</li> <li>4. Understanding the current situation and enablers/obstacles</li> <li>5. Envisioning the Future System</li> </ol> | 6. Exploring Transition Pathways                                                              | 7. Defining a Collective Action Plan                                                                                                             |
| <b>Outputs</b>      | - <b>Multi-stakeholder Systemic Analysis of the Territorial Challenge (Policy Element 1)</b>                                                                                                                                                                                                  | - <b>Multistakeholder analysis of features for solution implementation (Policy Element 2)</b> | - <b>Feedback on EU Strategies (Policy Element 3)</b><br><br>- <b>Collective Action plan</b> for incorporation 1-2-3 in regional public policies |

## Implementation Plan for the Contract Activities

| DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | INDICATIVE TIMELINE & MAIN DELIVERABLES                                                                                                                                                                                                                      |
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| <p><b>Research and Analysis: Preparatory Desk Work &amp; Planning</b></p> <p>At the start of the contract, the expert/service provider will be requested to prepare a 20–30-page Technical Note for internal use, building on a baseline document prepared by AIE.</p> <p>The Technical Note will provide a systemic analysis of the territorial challenge addressed by the TIPLab, with a particular focus on the challenges and opportunities for strengthening territorial integration between developed coastal areas and depopulated inland areas through food value chains, agriculture, social innovation, and place-based development.</p> <p>The document will serve as a reference for organisers, moderators, and future TIPLab participants by providing the background knowledge required to support the innovation process. It will include, among other aspects, an analysis of</p> | <p><b>When:</b> Nov-Dec 2026</p> <p><b>Outcome:</b></p> <ul style="list-style-type: none"> <li>- 20-30 pages Technical Note (Systemic Analysis of the Challenge).</li> <li>- List of potential quintuple helix stakeholders (co-created with AIE)</li> </ul> |

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| <p>common risks and vulnerabilities, key barriers and opportunities, lessons learned from previous initiatives, examples of potential innovative solutions, and opportunities for public policy action and transnational cooperation. The final structure and content of the Technical Note will be agreed with the expert/service provider.</p> <p>The technical note will also contain a mapping of potential quintuple helix stakeholders to be involved in the TIPLab.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                    |
| <p><b>Training &amp; Participation to Dialogue4Innovation events (Such as Med Innovation Camp)</b></p> <p>Since the start of the contract, the expert/service provider will be given access to training materials relative to Transformative Innovation Policy and the materials/methods required for the execution of the Policy Labs. These can be followed by the execution of online training activities by the partner responsible for the TIPLab framework and methodology. Most importantly, the expert/service provider will be invited to attend some project event such as the Med Innovation Camp of the project. Meaning, during this time, the expert/service provider is requested to provide a certain degree of availability for the training activities. Travel expenditure for this activity will be covered by AIE.</p>                                                                                                                                                                                                                                                                                                                                                                                                              | <p><b>When:</b> Throughout the entire duration of the contract</p> <p><b>Outcome;</b><br/>Participation in all designated trainings and eventually in at least one Innovation Camp at translational level.</p>                                                                     |
| <p><b>Preparation of the Working Sessions and Design of Activities</b></p> <p>The expert/service provider will use the knowledge acquired through the training documents or training sessions, and their thematic expertise to support the planning of the <u>three TIPLab working sessions</u>. First, in close cooperation with AIE, the expert will consolidate the list of stakeholders participating in the TIPLab journey, supporting the invitation process and, where necessary, the organisation of exploratory meetings with potential participants. Second, the expert will agree with AIE on the most appropriate dates for the three working sessions, taking into account relevant project milestones and assessing the possible use of online or hybrid formats for one of the sessions. Third, the expert will prepare the first draft of all materials required for the implementation of the three sessions (e.g. agendas, methodologies and facilitation materials). AIE will provide feedback and support throughout the preparation process. Finally, the expert/service provider will prepare a 3-5-page methodological note describing in greater detail the proposed approach and the implementation of the TIPLab journey.</p> | <p><b>When:</b> Jan 2027</p> <p><b>Outcome:</b></p> <ul style="list-style-type: none"> <li>- Calendar and Roadmap of the foreseen activities (detailed plan describing events and methodologies more in detail, 3-5 pages).</li> <li>- Definitive list of participants.</li> </ul> |

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| <p><b>Management, Organisation and Delivery of the Three TIPLab Sessions Leading to a Collective Action Plan</b></p> <p>The expert/service provider will be actively involved in all aspects related to the management, organisation and delivery of the three TIPLab working sessions, in close cooperation with AIE. In particular, the expert/service provider will:</p> <ul style="list-style-type: none"> <li>• support the management and organisational aspects related to invitations, service bookings, technical requirements, and other logistical arrangements;</li> <li>• prepare the first draft of the agendas, presentations, templates for focus group activities, and communication and dissemination materials;</li> <li>• participate in the online and in-person Innovation Camps organised within the Dialogue4Innovation (D4I) framework;</li> <li>• facilitate participants' engagement, fostering collaboration and ensuring productive discussions;</li> <li>• support the analysis of workshop findings and proceedings, identifying the main conclusions ("policy elements") and assessing how these should inform, or where necessary refine, the scope and design of the subsequent activities;</li> <li>• prepare a detailed Workshop Report after each working session, summarising the activities carried out, the main findings and outcomes, in accordance with the D4I Monitoring, Evaluation and Learning (MEL) Framework.</li> </ul> <p>The outputs of the three sessions will contribute to the co-design of a Collective Action Plan addressing the territorial challenge identified by the TIPLab.</p> | <p><b>When:</b> Feb-Apr 2027</p> <p><b>Outcome:</b></p> <ul style="list-style-type: none"> <li>-Participation in all designated trainings.</li> <li>- Three detailed workshop reports summarizing activities, findings, and outcomes, following the D4I guidelines (already anticipating the MEL framework)</li> <li>-Collective Action Plan of TIPLab stakeholders for action in the field of the challenge</li> </ul> |
| <p><b>Reporting, Monitoring, Evaluation and Learning (MEL)</b></p> <p>The expert/service provider will support AIE in adapting and implementing the Dialogue4Innovation (D4I) Monitoring, Evaluation and Learning (MEL) Framework within the TIPLab. The necessary guidance and training documents on the MEL framework and its application will be provided during the training phase.</p> <p>The expert/service provider will also contribute to the conceptualisation, planning and drafting of the final MEL Report, taking into account the specific territorial context of the TIPLab and its transnational, cross-regional and Mediterranean dimension.</p> <p>Finally, the expert/service provider will support the preparation of a dissemination package, including the</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <p><b>When:</b> Nov 2026 to Jun 2027</p> <p><b>Outcome:</b></p> <ul style="list-style-type: none"> <li>- A report explaining the process, dynamics, learnings, and results of the respective innovation camp.</li> <li>- Supporting communication materials, where appropriate, including photographs, videos, or other audiovisual content documenting the TIPLab process and its results.</li> </ul>                  |

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| collection and organisation of audiovisual materials and other communication outputs documenting the TIPLab process and its results. |  |
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## Selection Process

The selection of the expert(s) or consulting firm, as the service provider will be based on the evaluation of the technical and financial offer, as well as on the relevance of the candidates' or company profiles, as outlined in the summary provided at the beginning of the document (page 2).

- **Evaluation of methodological approach, maximum 30 points.**  
Given that the TIPLab methodology already shows how to perform a stakeholder systemic analysis of the challenge in a workshop format (Session 1), emphasis should be placed on the engagement methodologies for Session 2 (both for showcasing Euro-MED innovative solutions and discussing their barriers/opportunities) and most importantly for Session 3 (i.e. feedback on implementation of EU strategies; incorporating policy findings from TIPLab into public policies). A preliminary concept note proposal with conceptual content, methodologies and a realistic proposal for calendarization of the activities will be a strong asset for evaluation.
- **Evaluation of the experience of the organisation and/or CV of the candidate, Maximum 40 points.**  
The evaluation will be carried out on the basis of the following criteria: Proven and relevant knowledge and experience in food value chains, agriculture and social innovation; Proven experience in facilitation and stakeholder engagement processes, including the capacity to manage and coordinate working groups; Proven communication, networking, conceptual, analytical and synthesis skills; Proven knowledge of Mediterranean and European policies and strategies; Experience in drafting and consolidating technical and strategic documents; Proven knowledge and experience of European Territorial Cooperation projects; Relevant technical knowledge and experience in addressing place-based challenges; Proven experience in the design, organisation and delivery of workshops, including the ability to facilitate lively exchanges and focused discussions among participants. Particular attention will be given to candidates with a sound background knowledge of the Mediterranean region, as well as demonstrated experience and capacity in designing and

implementing policy workshops and other stakeholder engagement events.

- **Evaluation of the economic offer, maximum 30 points.**

The financial offers will be compared with the maximum budget available for the contract. The applicants that exceed the maximum budget allocated for the contract will be considered unacceptable.

### Review of proposals and award criteria

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

The Evaluation Committee will examine the documentation submitted to verify compliance with the technical and financial requirements of the tender. The Committee may request any additional documentation deemed necessary from the tenderer.

The Evaluation Committee of the contracting authority shall exclude from the valuation and proposal of award the bids that do not comply with the requirements of the contract. Following the examination of the proposals, and after a detailed assessment of the selected offer, the Evaluation Committee will formulate the corresponding final proposal of award.

### Awarding

The contracting authority will award the final contract to the proposal judged to be the most economically and technically advantageous meaning that the consultant/consulting firm that gathers the maximum score will be selected and contracted.

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

### Application Procedure

The bidder should share an offer detailing as much as possible how the expert or consulting firm intends to implement the IMPLEMENTATION PLAN (including possible calendarization and methodologies), as well as providing details on experience/CV(s) and details of economic offer.

The procedure is also open to individual experts, however, considering the expected workload, a consulting firm consisting of a team of experts will be highly appreciated and positively assessed.

The offer must be sent in one file on PDF format to the following e-mail addresses: [secretariat@adriaticionianeuroregion.eu](mailto:secretariat@adriaticionianeuroregion.eu) with the following subject "Technical assistance in TIPLab – Dialogue4Innovation project" by the following deadline: **14 September 2026 at 23h59 (CET)**.

The offer must contain in one single PDF file:

- 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 **22.000 € (VAT excluded)**).

Language in which offers must be submitted: English only.

The offers received after the aforementioned deadlines will not be evaluated and the sending of the offer does not in any way constrain the AIE to request the service in question.

## 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 **22.000 € (VAT excluded)** In the case that the bidder has no tax residence in Croatia, the AIE will be responsible for paying the VAT to the Croatian tax authorities.

### Participation to project events

Travel and accommodation costs related to the participation of the expert in in-person events relevant to the scope of this contract are not included in the contract and will be borne by AIE. The Euroregion has allocated an additional budget to cover travel and accommodation expenses.

Participation in project events will be agreed upon between AIE and the contractor. Travel expenses will be reimbursed by AIE only if the related missions

have been authorised in advance by AIE and are fully documented through appropriate supporting documents provided by the contractor.

### **Contracting, financial terms and payment**

The contract must then be formalized in writing and it is expected to be signed in the mid/end of September 2026. 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 contract shall enter into force once it has been signed (expected in September/October 2026) and will last until the end of the implementation phase of the TIPLab expected in June 2027 (around 9 Months).

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 payment term for the invoice will be made by bank transfer (bank account details will be asked).

The fees will be paid in three instalments upon submission of a detailed invoice and interim and final reports.

- 20% after signature of the present agreement (September / October 2026)
- 40% on completion of the preparation of the working sessions and design of activities dynamics (February 2026)
- 40% once the contract has been fulfilled (delivery of the 3 session and of the MEL Report (expected in May/June 2027).

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 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. The contractor shall submit one interim task

achievement report and one final task achievement report, both of which must be written in English.

Payment term for the invoice: Bank transfer within 20 days after the acceptance of the original invoice.

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: "Dialogue4Innovation Project - Ref: Euro-MED0100017 (Interreg Euro-Med Programme) – Technical Assistance for the conception and implementation of a AIE Transformative Innovation Policy Lab (TIPLab).

### **Other issues and requirements**

- The AIE has the right to contact the applicants and conduct interviews via tele-conference, if necessary, for better evaluate the offers.
- The sending of the candidatures does not and in any way constrain the AIE to request the services in question.
- The AIE, as a contracting entity, reserves the right not to proceed with the awarding of contract 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 consultant or consulting firm shall work in close coordination with AIE's Project Manager and project staff to implement the work plan; liaise with project partners and the Thematic Projects of the ISE Mission; and, where necessary, participate in online coordination meetings with AIE and the Dialogue4Innovation project partners.
- Intellectual property: In the spirit of cooperation and exchange, the ownership of the work covered by the contract related to these Terms of Reference and co-funded by the Interreg MED Programme is open to the public and free of rights. The deliverables and results of the project should be accessible and available for free to the general public 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 these Terms of Reference is co-shared between the author and all the partners of the engaged projects.

- Confidentiality clause: 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 experts or company, 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 selected expert or company ensures that respect its confidentiality and do not disseminate it, forward it to third parties or use it without prior written consent from the AIE.
- AIE is committed to promoting a diverse, inclusive, and respectful working environment. The selection procedure is based on the principle of equal opportunities, and applications are welcomed from all qualified candidates regardless of gender, age, disability, ethnic origin, religion or belief, sexual orientation, or socio-economic background.

## **Contacts**

Should additional information be required for the preparation and submission of the proposal, please contact the AIE Secretariat by email at [secretariat@adriaticionianeuroregion.eu](mailto: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”.