



REPUBLIKA E SHQIPËRISË

BASHKIA BERAT

Nr. 2282/prot.
2

Berat, on 22.05.2020

To whom it may concern:

Subject: Call for interest for the External expertise within the project: “**Accessible Tourism**”, funded by **Interreg IPA II Cross Boarder Cooperation Programme Greece – Albania, 2014–2020**

Ref: Interreg IPA II CBC PROGRAMME, Greece - Albania 2014-2020/ “**Accessible Tourism**”
/ Prot no. 1346, **Order No. 3, date 06.03.2020**

In the context of the partnership in the Project “**Accesible Tourism**”, Interreg IPA II CBC PROGRAMME, Greece - Albania 2014-2020 , the Municipality of Berat , has lunched the call upon their need on external expertise needed, in:

“External Expertise _ Project Management & Administration” – in the frame of the project “Accessible Tourism”

The complete tender dossier is attached to this call for proposal. It includes:

1. Instructions to tenderers and contract notice
2. Draft Contract Agreement and Special Conditions with annexes:
3. General Conditions for service contracts
4. Terms of Reference
5. Key experts (including templates for the summary list of key experts and their CVs)
6. Budget (to be submitted by the tenderer as the Financial offer using the template provided)

Other information:

- Administrative compliance grid
- Evaluation grid
- Tender submission form

For full details of the tendering procedures, please see the Practical Guide and its annexes, which may be downloaded from the following website: <http://ec.europa.eu/europeaid/prag/document.do>

We look forward to receiving your tender before the deadline set in point 8 of the Instructions. Please send it to the address given in point 8.

The tender must comprise of a Technical offer and a Financial offer, which must be submitted in separate envelopes. Each Technical offer and Financial offer must contain one original, clearly marked '**Original**', and 3 copies, each marked '**Copy**'.

Interested candidates are invited to submit their application in a sealed envelope indicating:

- a) the address for submitting tenders indicated above;
- b) the reference code of the tender procedure
- c) the words 'Not to be opened before the tender-opening session' and equivalent phrase in Albanian "Mos te hapet perpara fazes se hapjes se ofertave te tenderit"
- d) and the name of the tenderer.

at the following address:

The Municipality of Berat
Bulevardi Republika
Attn: Mr.Marius Qytyku
E-mail: marius.qytyku@gmail.com

Applications are accepted until **22.06.2020, 16:00 hr.** Only applications received prior to this deadline will be considered.

For more information and duration of the assignment please referred to the TORs (Terms of Reference) or request the full tender dossier at the email address here given.

Yours sincerely,

Mr. Ervin Demo

Mayor of the Municipality of Berat

A handwritten signature in blue ink is written over a circular official stamp. The stamp is blue and contains the text "REPUBLIKA E SHQIPERISE" at the top and "BASHKIA E BERAT" at the bottom. In the center of the stamp is the coat of arms of Albania, which features a double-headed eagle.