



REPUBLIKA E SHQIPËRISË

BASHKIA BERAT
DREJTORIA E PLANIFIKIMIT STRATEGJIK DHE ZHVILLIMIT EKONOMIK

Nr. 2509 prot.

Berat, on 03.06.2020

To whom it may concern:

Subject: Call for interest for the External expertise within the project: "CULTURE LANDS", funded by Interreg IPA II Cross Border Cooperation Programme Greece – Albania, 2014–2020

Ref: Interreg IPA II CBC PROGRAMME, Greece - Albania 2014-2020/ "CULTURE LANDS" / Prot no. 1404, Order No. 15, date 09.03.2020

In the context of the partnership in the Project "Culture Lands", Interreg IPA II CBC PROGRAMME, Greece - Albania 2014-2020, the Municipality of Berat, has launched the call upon their need on external expertise needed, in:

"External Expertise Service : Corporate identity, website, promotional texts and dissemination material, Mass Media Campaign (TV - Radio - Press - Social Media) – in the frame of the project "CULTURE LANDS"

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: Mrs. Etleva Dhima
email: etlevadhima@gmail.com

The deadline for the submission of the applications is 03.07.2020, 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,

Ervin DEMO

Mayor of Berat

