



REPUBLIKA E SHQIPËRIË

BASHKIA BERAT

No. 3541 prot.

Berat on 24.07.2020

To whom it may concern:

Subject: Call for interest for the External expertise within the project: "FIRE PREP" funded by Interreg Ipa II Cross-Border Cooperation Programme Interreg Greece–Albania 2014-2020"

Project Reference: Interreg Ipa II Cross-Border Cooperation Programme Interreg Greece–Albania 2014-2020/FIRE PREP, order no. 38, Prot, 3224, dated 07/07/2020

In the context of the partnership in the Project "FIRE PREP", Programi Interreg Ipa II Cross-Border Cooperation Programme Interreg Greece–Albania 2014-2020", the Municipality of Berat, has lunched the call upon their need on external expertise needed, in:

External Expertise – Project Management & Coordination" in the framework of the project "FIRE PREP"

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 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:



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- 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:

Berat Municipality
Bulevardi Republika, Berat Shqiptare
E-mail: info@bashkiaberat.gov.al

The deadline for the submission of the applications is 24 August 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

