TENDER FOR CLASSIFICATION LISTS: EXPERTISE PROFILES
INTERFIDE-CRT_ Fostering Interfaith Dialogue and Enhancing Cross-border Religious Tourism
Reference number: ITALME 377

1.DESCRIPTION OF THE PROJECT

INTERFIDE is designed to significantly contribute to the competitiveness of cultural and touristic industries in the program area. Technically speaking, the inter-religious niche is an almost untapped market in the partnering countries. Our shared objective is to enhance the administrative, cultural and technical conditions for the development of smart management of this unique asset of our territory. The smart management objective will be pursued by focusing on specifically designed communicative instruments for inter-religious tourism, improving the institutional dialogue between private, public and religious actors, on family and youngsters markets and on the tools to enhance the attractiveness of our offer. The project grounds its specific actions on the international best practices in the field of inter-religious tourism, such as Cordoba, Kazan, Jerusalem. The expected results are increasing in number and quality of the private touristic offering related to inter-religious tourism, of institutional relations between religious authorities and selected touristic stakeholders, relevant public and private subjects, specialized department of Ministries, NGOs and advocacy groups, sectoral EEIGs, and other key-players interested in the touristic industry. The project's main result will be to create a market attractiveness for inter-religious touristic experience in Italy-Albania-Montenegro attracting enterprises, tour operators and public administrations. The result will be achieved by INTERFIDE's output, in the form of a Common Action Plan with a joint declaration of intents, containing both legally binding and programmatic parts, that will be the basis for further development, scale-up and transferability endeavors.

2. TENDER FOR EVALUATORS AND RESEARCHERS

Complying with the principle of joint cooperation included in the cross-border cooperation program, this tender is issued by VIZart for the implementation of the InterFide-CRT Project, in order to establish a short list of experts, detailed below in point n.3, observing the principles of non-discrimination, equal treatment, proportionality and transparency.
The InterFide -CRT project is funded by the Interreg IPA CBC Italy - Albania - Montenegro 2014/2020 program. The chosen experts will be included in a multitasking, multidisciplinary and cross-border working group with the purpose to exchange best practices, sharing how-to abilities, knowledge and skills. The applied methodologies and the results achieved will be communicated to all the project partners according to the objectives, results and times foreseen in the work packages of the InterFide-CRT project's application form.
In the following article (art. 3) are provided the terms of reference for each expert to be identified; the participation requirements are also provided (art. 4).
In the article 6 of this tender the selection methods and evaluation criteria are provided.

3. REQUIRED EXPERTISE PROFILES

Selection is intended for the following profiles:

PROFESSIONAL PROFILE N. 1

PROFESSIONAL PROFILE	**Expert for Cooperation Agreement**
QUANTITY	1
ACTIVITIES	Cooperation Agreement among public entities, educational institutes, tourism operators and religious authorities, stating a mutual will to cooperate and work together. The expert is asked to collect, check, analyze and finalize all the information, data and materials produced by project partners and to draft the agreement protocol that will be the ground for future cooperation and future experiences. ▪ ***Deliverable D.T1.21*** Cooperation Agreement
FEE	Wage is set at € 5.000.00 including all the charges required by law and will be paid in successive tranches and within the times indicated in the WPs of the InterFide project. This compensation includes travel and full accommodation costs that will be needed to carry out the activities
CONTRACT PERIOD	From the time of contract signing to the current date of project completion
LOCATION of ACTIVITIES	Albania

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PROFESSIONAL PROFILE N. 2

PROFESSIONAL PROFILE	Evaluator InterFide model
QUANTITY	1
ACTIVITIES	The Permanent Coordination and Advisory Board Committee is a crucial element of the INTERFIDE Network, as it performs the very delicate task of gathering information from the full spectrum of religious authorities, figures and institutions involved in the INTERFIDE-CRT itinerary. The professional figure is asked to report observations and evaluations of the PC&AB are made, prior to the final adoption of the INTERFIDE model ▪ ***Deliverable D.T1.8.3*** Evaluation INTERFIDE Model
FEE	Wage is set at € 3.900.00 including all the charges required by law and will be paid in successive tranches and within the times indicated in the WPs of the InterFide project. This compensation includes travel and full accommodation costs that will be needed to carry out the activities
CONTRACT PERIOD	From the time of contract signing to the current date of project completion
LOCATION of ACTIVITIES	Albania

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PROFESSIONAL PROFILE N. 3

PROFESSIONAL PROFILE	Evaluator InterFide Platform
QUANTITY	1
ACTIVITIES	The Permanent Coordination and Advisory Board Committee is a crucial element of the INTERFIDE Network, as it performs the very delicate task of gathering information from the full spectrum of religious authorities, figures and institutions involved in the INTERFIDE-CRT itinerary. The professional figure is asked to report observations and evaluations of the PC&AB are made, prior to the final adoption of the INTERFIDE model ▪ ***Deliverable D.T1.8.4*** Evaluation INTERFIDE platform
FEE	Wage is set at € 3.900.00 including all the charges required by law and will be paid in successive tranches and within the times indicated in the WPs of the InterFide project. This compensation includes travel and full accommodation costs that will be needed to carry out the activities
CONTRACT PERIOD	From the time of contract signing to the current date of project completion
LOCATION of ACTIVITIES	Albania

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PROFESSONAL PROFILE N.4

PROFESSIONAL PROFILE	Facilitator for WPT2 activities: Pilot Tours and related adjustments
QUANTITY	2
ACTIVITIES	***Deliverable D.T2.4.1 Pilot Tour #1*** Foreseen in May 2022. In particular, PT1 must: • Include all the 4 involved areas in Molise, Puglia, Montenegro, Albania; • Have an overall length between 7 and 10 days; • Include a statistically representative sample of tourists, comprised between 10 and 25 people; • Maximize the chances of reaching media outlet, by involving influencers & travel bloggers; • Be accompanied by INTERFIDE staff members, for measurement and evaluation activities; • Be conducted, managed and organized according to international industry standards and best practices; • Adopt measures to offset CO2 emissions and environmental impact. ***Deliverable D.T2.5.1 Sites adjustments from PT1 to PT2*** Additional valorization and adjustments of the touristic sites, following the dedicated Working Table and the motivated requests included in the connected deliverable. Adjustments will be performed on all 3 valorized sites. ***Deliverable D.T2.6.1 Pilot Tour #2*** Foreseen in September 2022. In particular, PT2 must: • Include all the 4 areas in Molise, Puglia, Montenegro, Albania; • Have an overall length between 7 and 10 days; • Include a statistically representative sample of tourists, comprised between the 10 and 25 people; • Maximize the chances of reaching media outlet, by involving influencers & travel bloggers; • Be accompanied by INTERFIDE staff members, for measurement and evaluation activities; • Be conducted, managed and organized according to international industry standards and best practices; • Adopt measures to offset CO2 emissions and environmental impact.
FEE	Wage is set at € 3.900,00 for each appointed professional figure, including all the charges required by law and will be paid in successive tranches and within the times indicated in the WPs of the InterFide project. This compensation includes travel and full accommodation costs that will be needed to carry out the activities
CONTRACT PERIOD	From the time of contract signing to the current date of project completion
LOCATION of ACTIVITIES	Albania

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PROFESSIONAL PROFILE N. 5

PROFESSIONAL PROFILE	Expert for Dossier Analysis (WPT3 activities)
QUANTITY	2
ACTIVITIES	The analysis will be conducted by qualified professionals under the supervision of the LP, using econometric, statistical, psychometric and environmental impact assessment tools of both traditional and innovative nature. In particular, the pilot tour analysis will contain: the analysis of the individual experience questionnaires administered in the pilot tours, the economic and social impact, developed through the measurement of industry-standard indicators and field data collection with all stakeholders. The analysis of the pilot tour will also contain an environmental assessment of the CO2 offsetting measures required of the selected tour operator and evaluations of logistics, infrastructure, content and tourism offerings • ***D.T3.1.3 #PT1 Analyses dossier*** • ***D.T3.1.5 #PT2 Analyses dossier***
FEE	Wage is set at € 5.000,00 for each appointed professional figure, including all the charges required by law and will be paid in successive tranches and within the times indicated in the WPs of the InterFide project. This compensation includes travel and full accommodation costs that will be needed to carry out the activities
CONTRACT PERIOD	From the time of contract signing to the current date of project completion
LOCATION of ACTIVITIES	Italy (Puglia, Molise), Albania, Montenegro

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PROFESSIONAL PROFILE N.6

PROFESSIONAL PROFILE	Expert for Questionnaire for Pilot Tour #1 and Pilot Tour #2
QUANTITY	2
ACTIVITIES	***Deliverable D.T3.1.1 Tourists Questionnaires*** Designing of the format for questionnaires to be submitted to the users #PT1 and #PT2 ***Deliverable D.T3.1.2 Stakeholders Questionnaire (Type 1)*** Individual Experience Questionnaires. Stakeholders questionnaire aimed at administrators and businesses ***Deliverable D.T3.1.4 Stakeholders Questionnaire (Type 2)*** Individual Experience Questionnaires. Stakeholders questionnaire aimed at religious authorities, figures, and institutions
FEE	Wage is set at € 5000,00 for each appointed professional including all the charges required by law and will be paid in successive tranches and within the times indicated in the WPs of the InterFide project. This compensation includes travel and full accommodation costs that will be needed to carry out the activities
CONTRACT PERIOD	From the time of contract signing to the current date of project completion
LOCATION of ACTIVITIES	Italy (Puglia, Molise), Albania, Montenegro

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PROFESSIONAL PROFILE N.7

PROFESSIONAL PROFILE	External expertise for Communication InteFide-CRT project
QUANTITY	1
ACTIVITIES	The aim is to provide projects' activities and result in high visibility at local, national and EU level. Communication expert of the LP has its importance for the planned activities because they will be pro-actively involved in communication and dissemination activities. Communication expert is the direct contact of users and stakeholders of the territory of their competence, because communication and dissemination are strategic elements throughout the entire project life. ▪ ***A.C.5. Digital activities*** ▪ ***A.C.6 Media Relations*** ▪ ***D.C5.2. Website content management*** ▪ ***D.C.5.2 Social Podcast***
FEE	Wage is set at € 25.700,00 including all the charges required by law and will be paid in successive tranches and within the times indicated in the WPs of the InterFide project. This compensation includes travel and full accommodation costs that will be needed to carry out the activities
CONTRACT PERIOD	From the time of contract signing to the current date of project completion
LOCATION of ACTIVITIES	Italy (Puglia, Molise), Albania, Montenegro

4. GENERAL REQUIREMENTS FOR ALL SEARCHED PROFILES

All participants must meet the following general and specific requirements:

- Be an individual subject (this tender is not intended for legal subject)
- Enjoyment of civil and political rights;
- No pending charges and no criminal convictions;
- Not to have been banned from public offices by a final judgement;
- Sound working experience in managing EU programme's funded projects.
- Fluency in English is a prerequisite.
- Good networking, teamwork and interpersonal skills.
- Excellent computer skills
- In good health and available for travel to the involved cities

The aforementioned requirements (legal and professional) must be declared by the candidate when submitting the application (as per the attached facsimile model) and can be verified by the partners of the InterFide project prior to the assignment of each office.
Failure to declare possession of these requirements will result in the exclusion of the application.
The professional requirements indicated above in point 3 are intended as binding for the purpose of submitting your application.

5. APPLICATION AND SUBMISSION DEADLINES

The application form, under penalty of inadmissibility, must be drawn up on the form attached to this notice (Attachment A), that has to be filled in its entirety and must:

- contain the indication of the reference profile, chosen from:

1. n° 1 Experts for Cooperation Agreement
2. n° 1 Evaluator for InterFide Model
3. n° 1 Evaluator for InterFide Platform
4. n° 2 Facilitators for activities WPT2: Pilot Tours and related adjustments
5. n° 2 Experts for Dossier Analysis
6. n° 2 Expert for Questionnaire for Pilot Tour #1 and Pilot Tour #2
7. n° 1 External expertise for Communication InterFide-CRT project

- Contain a declaration to meet the specific and general requirements referred to in the previous art. 4;
- Be dated and signed by the applicant.

The following must be attached to the application:

a) copy of the applicant's valid identity document (identity card or passport), duly dated and signed;
b) curriculum vitae in European format, signed in original, including the competences and experiences required with the specificity of the profile for which the candidate intends to apply and reporting all the information that the applicant wishes to be submitted to the

evaluation;

Applicants will be able to submit their application through Annex A, duly completed and signed in the original and related form of all the required documents, no later than **17:00 GMT on 02 September 2022.**

Only one application form is allowed, referring to only one of the foreseen profiles.

The application, accompanied by the requested documentation, must be sent by email to **vizartngo@gmail.com.**

Sending the application by email and attachments to it must be sent in static, non-modifiable portable formats (e.g. pdf) that cannot contain macro instructions or executable codes, which do not exceed 5 MB in size; it must be duly signed including the relative attachments and a copy of a valid identity document. The message must include the following wording in the subject: **"APPLICATION – INTERFIDE PROJECT – TENDER FOR PROFESSIONAL PROFILES - PROFILE N ° ....." (indicating the professional profile selected).**

In order to verify that the application has been sent within the aforementioned deadline, in the case of hand delivery, the stamp of arrival at the selection agency's protocol is authentic; in the case of sending by email, the date of reply to the application email will prevail.

Incomplete applications or forms drawn up in different ways from those indicated in this notice, or not signed by the applicant, or without a signed copy of the identity document, or sent in other different ways, will not be considered, and therefore excluded from those indicated, or sent after the above deadline.

VIZart, as Lead Partner of the INTERFIDE project, is exempt from any and all responsibility force majeure and the fact of third parties.

The Selection Commission reserves the right to request the original documentation certifying the data and information contained in the application for participation, as well as to suspend the examination of the same until the deadline granted to the subject for the presentation of the original documentation requested.

Once this deadline has elapsed, the application in question will be automatically excluded from the procedure.

Participation in the selection implies full acceptance of the provisions contained in this announcement.

6. SELECTION

The preliminary investigation for the admissibility of applications for inclusion in the classification list will be carried out by an Evaluation and Selection Commission specifically appointed and convened by VIZart as LP of the INTERFIDE-CRT project on the basis of the examination of the applications submitted.

Candidates will be assessed and selected on the basis of the declarations made in the application and the documents attached to it.

The evaluation will take place according to the following score distribution:

Criteria	**Maximun Score**
A. Professional skills	Max 30
a.1) bachelor's degree or equivalent	*10*
a.2) knowledge of English language	*10*
a.3) attendance of professional courses related to the profile for which you are applying	*10*
B. Professional Experiences	Max 30
b.1) Work experience related to the profile for	*30*

which you are applying in public or private entities for the profile. *(10 points for every 5 years of experience)*	
C. Reasons for participation in the activities to work in international group	Max 40
c.1) Motivation	*15*
c.2) Willingness and flexibility to work on projects	*10*
c.3) Improvement contribution understood as the expert's ability to make significant improvements to project processes	*15*
TOTAL (A+B+C)	100

Upon the outcome of the evaluation of qualifications and professional experience, the Commission will proceed with the drafting of the ranking, sorted by score, of all the applicants.
The list will also contain the names of any excluded candidates with the relative reasons for exclusion.
The outcome of the selection will be made public through publication on the institutional website of the partners. This publication has full notification value.
Furthermore, in the event that the Evaluation and Selection Commission deems it necessary, the candidates may be summoned for a possible interview, by e-mail communication to the address indicated at the time of submitting the application for participation.
Candidates must present themselves in person and on the date scheduled for the possible interview, providing a valid identity document.
This communication will have a full notification value.
Failure to submit to any interview will in any case be considered as a waiver of participation in the communication in question.
In the eventual phase of the interview, personal, motivational and relational skills will be assessed in relation to the profile chosen by the candidate in the application.
At the end of the procedure, the Evaluation and Selection Commission, in its sole discretion, will be able to select the candidates to assign the INTERFIDE project's tasks identified in art 3 of this notice.

7. ASSIGNMENT PROCEDURE

The selected experts will be summoned, following the publication of the ranking list, for the assignment of professional positions by the Lead Partner for the professional profile covered by the assignment.
The contracts will comply with the requirements of the laws of the state of the contracting partner and in the reference EU legislation, without any subordination obligation.
The assignment or service will be conferred with a motivated act and will be regulated by means of a specific contract, in which procedures, times and fees will be set for the performance of the same.

8. EQUAL OPPORTUNITIES AND PRIVACY

Equal opportunities policy without distinction on the grounds of sex, racial or ethnic origin, religion or belief, disability, age or sexual orientation will be applied.
The acquired data will be processed in compliance with current legislation and exclusively for the purposes related to the selection notice in question.

9. ADDITIONAL INFORMATION

This tender is published on the behalf of:

Shoqata Kulturore VIZart, Prokop Mima, Perballe Kristal Center 5/14, 1054 Tirane, Albania
Email: vizartngo@gmail.com, phone number: +355 692021613
Contact Person: Mr Denis Dedej

as Lead Partner of the above mentioned and described INTERFIDE-CRT project.

THIS TENDER HAS BEEN PUBBLISHED ON https://www.interfidevizart.eu/ ON 08.08.2022 AT 13.00