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 WPT1: facilitators for the InterFide-CRT network
QUANTITY	1
ACTIVITIES	INTERFIDE Network aims at identifying all the possible stakeholders in the 4 territories involved. Suitable stakeholders are business providers, tour operators, SMEs, young entrepreneurs, religious authorities, public entities, training institutions, influencers, travel bloggers, potentially interested in project activities. The stakeholders are useful, first of all, to develop a general reasoning on the topic of religious tourism, to examine the state of the art, knowledge, perceptions and perspectives and secondly, to design a structured itinerary aimed at discovering destinations with an important history and a great value from the religious point of view. ▪ ***Deliverable D.T1.1.1*** *Stakeholders Map (and connected activities)* ▪ ***Deliverable D.T1.7.1*** *Seminary in Tirana*
FEE	Wage is set at € 3.900.00 and includes all the charges required by law. It 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	Support for Permanent Coordination & Advisory Board (PC&AB)
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 and to facilitate the fulfillment of the activities of the WPT1. ▪ ***Deliverable D.T1.8.1*** *Permanent Coordination & Advisory Board* ▪ ***Deliverable D.T1.8.2*** *Information sheet for proposing the new INTERFIDE tours* ▪ ***Deliverable D.T1.8.3*** *Report in which observations and evaluations of the PC&AB are made, prior to the final adoption of the INTERFIDE model* ▪ ***Deliverable D.T1.8.4*** *Report in which observations and evaluations of the PC&AB are made, prior to the final adoption of the 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 time 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	Experts for Desk Research on Religious Tourism
QUANTITY	2
ACTIVITIES	Desk research analysis includes econometric, statistical, psychometric and environmental impact assessments tools of both traditional and innovative nature. In particular, analyses on the issue of religious tourism in Italy- Albania- Montenegro will consists of a descriptive and analytical overview of the regional and international markets – World/EU countries (tour operators, travel agencies, service providers) providing cultural tourism offers, especially in relation to the cultural routes. ▪ ***Deliverable D.T3.3.1*** *Religious Tourism Dossier*
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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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 willing to 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-CRT project prior to the assignment of each office.
In case of failure to declare the possession of these requirements the application will be automatically rejected. The professional requirements indicated 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 among
  1. n° 1 Expert for WPT1: facilitators for the InterFide-CRT network
  2. n° 1 Support for Permanent Coordination & Advisory Board (PC&AB)
  3. n° 2 Experts for Desk research on Religious Tourism
- contain a declaration of compliance with the specific and general requirements referred to in the previous art. 4;
- be dated and signed by the applicant.

The following documents 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 fulfilled and signed in original and related form of all the required documents, no later than **30 November 2020 at 17.00 GMT.**
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.**
In case of email submission of the application, attachments must be sent in static, non-modifiable portable formats (e.g. PDF) that cannot contain macro instructions or executable codes, not exceeding 5 MB in size; submission must include the relative attachments duly signed 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 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, or after the deadline for submission will not be considered and therefore excluded.
VIZart, as Lead Partner of the INTERFIDE-CRT 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) English language skills	*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 you are applying for, in public or private entities (10 points for every 5 years of experience)	*30*
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

Based on 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-CRT 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:

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Contact Person: Mr HELDON HALITI

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

THIS TENDER HAS BEEN PUBBLISHED ON 26.10.2020 AT 13.00 PM