

Public Call for Tender

External Project Evaluation

Tender number: FILES-1

Description:

FILES is a two-year project that aims to improve the abilities to act pro-actively on local and regional levels especially considering employment and social sustainability during times of economic change and restructuring. The project brings together stakeholders from four European regions (Döbeln, Germany; Östergötland, Sweden; Mechelen, Belgium; and Western Greece) that face different degrees of decline of traditional economic activities and where significant efforts are necessary to ensure that the management of change will lead to a long-term improvement of the competitiveness and economic sustainability and hence employment opportunities. Building upon Local Employment Strategies and strong regional and transnational partnerships, FILES partners have identified pilot actions that are implemented within the operation.

The aim of the external project evaluation is to find out whether the elaborated pilot actions were suitable to achieve the objectives as set in the Local Employment Strategies by the regions.

Information:

Information about the project and on the specific pilot measures in each of the four partner regions are available online at www.files-project.org. Event minutes, detailed information and reports of the internal evaluation (including a definition of success indicators) will be given to the contractor.

Requirements on the Contractor:

The contractor must have experiences in the evaluation of European co-operation projects. Expert knowledge, reliability and experiences are to be demonstrated by appropriate references. All results must be delivered in English language. The contractor has to be furthermore able to work with internal working documents in the national languages (German, Swedish, Greek and Flemish) of the project partners.

Tasks and Deadlines:

- Application of appropriate methods to evaluate the pilot phase in all regions and summary of the results and initial suggestions in a short report by 13 July 2007
- Negotiation with the lead partner about the selected indicators and the format of the evaluation report by 20 July 2007
- Submission of a draft evaluation report in English language by 7 September 2007 (minimum 20 text pages)

- Presentation (powerpoint slides) of the draft report and moderation of a following discussion with all project partners during the final conference in mid-September 2007 at Marienthal, Germany (close to Görlitz)
- Finalisation of the evaluation report under consideration of the final conference's discussions by 26 September 2007.

Travel costs (public transportation, airfares, accommodation and actual spending for meals) of one person's visit to the partner regions and for the participation at the final conference are paid by the lead contracting institution and must not be calculated separately.

Financial Aspects:

The contractor may present an invoice only after the approval of the final results, however not later than 28 September 2007. Details will be addressed in the contract to be concluded for the execution of the tasks.

Publicity:

The contracting institution may publish and further exploit all delivered results with stating the name of the contractor. The contractor has to keep the ESF Art.6 obligation of publications. The contractor has to keep silent all information further to those published.

Tendering institution:

ESF Art. 6 project FILES
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Opening:

The tendering process is opened on 14 May 2007.

Deadline and required information:

Until 25 May 2007 (date of posting),
Draft concept how to handle the described tasks (max. 2 pages)
Calculation of costs with separate calculation of travel and subsistence costs.
Confirmation of legal status
Reference materials could be annexed.

Decision-making:

The contract will be issued by 9 June 2007. If deemed necessary, applicants will be invited to present their offer in person.