

## Request for Tenders no. ZO/29/KS/2017

### 1. The Awarding Entity:

The Foundation for the Development of the Education System seated in Warsaw, ul. Mokotowska 43, 00-551 Warsaw announces the Request for Tenders excluded from the obligation to apply the provisions of the Public Procurement Law **for the organisation of the following events: training for European Voluntary Service (EVS) volunteers working in the Eastern European countries, the Caucasus region and the Russian Federation; meetings of EVS coordinators; annual meetings of former volunteers (EVS events); training for youth workers; contact seminars; meetings of persons responsible for youth policy; meetings of EVS trainers and persons responsible for accreditation; meetings of the SALTO network, including:**

Lot 1 - in Armenia,

Lot 2 - in Azerbaijan,

Lot 3 - in Belarus,

Lot 4 - in Georgia,

Lot 5 - in Moldova,

Lot 6 - in Russia,

Lot 7 - in Ukraine.

2. **Description of subject matter of contract** constitutes **Annex no. 1** to the Request for Tenders.

3. **Term of the Contract:** from the date of Contract signing until 1 March 2018.

### 4. Requirements from Economic Operators:

Economic Operators who have experience in organising **at least 5** youth events concerning non-formal education in an Eastern Partnership country and Russia over the past 12 months calculated from the date of tender submission, as listed in **Annex no. 4** to the Request for Tenders.

### 5. Tender evaluation criteria and their weight:

Criterion 1 (X1): **Price - 60%**

Points scale: 0 - 60

$$\text{number of points } X_1 = \frac{\text{the lowest price}}{\text{the tender price}} * 60$$

Criterion 2 (X2): **experience of the Economic Operator in organising at least 5 youth events concerning non-formal education in an Eastern Partnership country and Russia over the past 12 months calculated from the date of tender submission - 40%:**

An Economic Operator will be awarded **5 points** for each **additional organised youth event concerning non-formal education in an Eastern Partnership country and Russia** listed in **Annex no. 4** to the Request for Tender - experience - 40% (max. 40 points).

6. **Draft Contract/ Essential Terms of Contract** (guarantee, acceptance and payment conditions, forecasted amendments of the Contract and conditions thereof) shall constitute **Annex no. 3** to the Request for Tenders.

7. Tenders presented on the form constituting **Annex no. 2** to the Request for Tenders shall be sent in electronic form (scanned copies) to the following e-mail address: [dzp@frse.org.pl](mailto:dzp@frse.org.pl).

8. Please enclose with the Tender:

1) Filled in Annex No. 4 - experience.

9. The deadline for tender submission is: **2 March 2017 at 03:00p.m.**

10. Time limit for tender validity is 30 days.

11. Contact person on behalf of the Awarding Entity: Ewelina Miłoś, tel: (+48) 22 463-14-19, from 9:00a.m. to 3:00p.m. on weekdays (from Monday to Friday), e-mail: [emilon@frse.org.pl](mailto:emilon@frse.org.pl).

12. The Awarding Entity reserves the right to cancel the Request for Tenders at any time, without giving reasons for it.

WARSZAWA 27.02.17.  
place, date

FUNDACJA ROZWOJU SYSTEMU EDUKACJI  
signature of authorised employee

*Piotr Sosnowski*