

**PUBLIC NOTICE No. 1/2022 FOR THE SELECTION OF N.3 CAPACITY BUILDING EXPERTS
WITHIN THE TAMSALL PROJECT – SERVICES TO BE DELIVERED IN ITALY AND IN LYBIA
- CUP H55F21000060006**

Informest - Service and Documentation Centre for International Economic Cooperation, an association of public bodies with legal personality, established pursuant to art. 2 paragraph 9 of the Law of the State n. 19/91 in order to provide the Friuli Venezia Giulia Region, within the special geopolitical position of its territory as a cross-border region, with the tools that allow it to develop economic cooperation with Eastern European countries, with registered offices and operating in Gorizia, Via Cadorna 36

INFORMS THAT

in execution of the Resolution no. 117 of 4 August 2022 a public selection procedure is launched, with comparative curricular evaluation, for the assignment of nr. 3 specialized self-employment contracts, in the form of collaboration, for the implementation of specific tasks within the TAMSALL project, to be delivered both in Italy and in Libya.

Background

TAMSALL is a project aimed at reinforcing Libyan administrative decentralization process through supporting local authorities' capacity building and international relations. The project intends to share with 20 Libyan municipalities tools to improve the offer of public services.

TAMSALL introduces the multilevel governance (MLG) approach as a methodology for planning and managing local services, in order to accompany target municipalities in testing participated, multi-stakeholder and multilevel dynamics for planning and implementing services at local level in four sectors: environmental services, services for young people, services for an improved communication between the municipalities and its citizens, as well as social and health services.

The MLG approach implies the collaboration of different levels of government in the Country, starting from local administrations; the project will thus promote territorial cooperation among target municipalities, and between them and European local administrations.

TAMSALL will build on the experience of the Nicosia Initiative and is co-funded by the European Commission through the European Neighborhood Instrument.

The project structure is based on three Components:

- *Instruments for multilevel governance approach (Component 1):* covers the assessment and benchmarking of Libyan municipalities' capacity of providing services in the four sectors identified in TAMSALL, along with the benchmarking of targeted municipalities against their use of the MLG approach and identification of the group of project beneficiaries among them;
- *Multilevel governance approach for development plans and services delivery (Component 2):* consists of training actions on MLG approach for City Managers, technical and administrative

staff from beneficiary municipalities, local branches of national government, universities, and main actors at the territorial level;

- *Pilot actions (Component 3)*: concerns the implementation of the results of the capacity building activities, through the development or improvement of a local service in each municipality in one of the four sectors identified in TAMSALL: environmental services, services for young people, services for an improved communication between the municipalities and its citizens, social and health services. A feasibility study for setting up a European Grouping of Territorial Cooperation among Libyan municipalities is foreseen as well.

The project TAMSALL is implemented by a European partnership involving ART-ER (in-house company of Emilia-Romagna Region dedicated to sustainable territorial development - Italy), Informest (development and international economic cooperation agency of Friuli Venezia-Giulia Region - Italy) and EURADA (European Association of Development Agencies - Belgium).

Within the framework of the project, Informest coordinates the Component 3. The implementation of project activities started on the 1st January 2021 and will last 33 months.

1. Tasks of the assignment

Among the project activities, it is foreseen a traineeship program, which will be held in Italy, to transfer the Italian experience in MLG to the Libyan stakeholders. The traineeship program is articulated in 3 separate 2-weeks training courses in Italy: the first and the second will be held in the Emilia-Romagna administrative region, the third in the Friuli Venezia Giulia administrative region. In all the three training courses, the first week will be dedicated to on-site visits at the headquarters of local public administrations, public bodies and companies to present selected cases of services delivered at local level by municipalities, in particular youth services, environmental services, social and health services, and communication services to citizens. The second week will be dedicated to brainstorming sessions aimed at identifying experiences that could be transferred in the Libyan context; the output of the 2-weeks trainings will be a roadmap to setup pilot actions in 20 Libyan municipalities based on the cases identified during the traineeship.

The Capacity Building experts will assist the participants to the traineeship supporting them in the tasks of analyzing the Italian practices and in finding ways to adapt them to the Libyan legislative, economic, and cultural settings. Once back in Libya, the CB experts will coordinate the capacity building activities in the target municipalities and facilitate the establishment of thematic communities of experts. In more detail:

Responsibilities and accountabilities

For the traineeship activity in Italy:

- Set the basis for the creation of a *community of experts*,
- Assist participants in selecting cases to be transformed into roadmaps (at least two per traineeship),
- Assist participants in the preparation of roadmaps for the selected cases,
- Together with participants, develop of a capacity building plan, which outlines the steps to be taken to implement the CB activity in the target municipalities.

For the CB activity in Libya:

- Implementation of the target cities' capacity-building plan in each target (seven) municipalities,
- Facilitate the mobilization of local actors in the CB activity as outlined in the roadmap,
- Mobilize the *community of experts* in the CB activities at local level,
- Assist in the transformation of the *roadmap* into a *local implementation plan*,
- capitalize on local results and scale them up through *community of experts*.

The main professional skills and attitudes expected for carrying out the aforementioned duties are the following:

- International experience
- Experience in working with Libyan authorities on local governance
- Excellent communication skills
- Good facilitation, team building and negotiation skills
- Good knowledge of the Internet and computer applications for office work
- Excellent experience in drafting papers, reports, and guidelines
- Skills in planning and management capacity building actions
- Good analytical skills in coordination and networking
- Proven capacity of monitoring and evaluating
- Ability to work in teams.

2. Selection criteria

2.1 General criteria

1. Full enjoyment of civil and political rights;
2. She/He shall not have received criminal convictions and / or a state of interdiction and / or prevention or safety measures;
3. She/He shall not be dismissed or dispensed from employment in a Public Administration (otherwise indicate the causes for termination of previous public employment relationships);
4. She/He shall not be in situations of non-transferability / incompatibility referred to in Article 21 of Legislative Decree 39/2013 for the purposes of applying the prohibitions referred to in Article 53, paragraph 16ter of Legislative Decree 165/2001;
5. She/He shall not have any conflict of interest with Informest.

2.2 Specific criteria:

Required qualifications:

1. University degree in Law, Economics, Social Science, Political Science, Communication, or similar fields;
2. Arabic mother-tongue;
3. Minimum of 5 years' experience in fields related to capacity building;
4. Excellent knowledge of English, both written and spoken;
5. Immediate availability to take over the assignment (the training of CB experts is expected to take place in September, the first training week will be held first half of October 2022);

The prescribed requirements shall be met on the expiry date of the deadline set out in this notice for the submission of applications, under penalty of exclusion from the procedure.

The assignment is subject to current legislation on transparency.

3. Duration and fee

The assignment referred to in this notice will take effect upon the signing of the contract and will expire on June 30th, 2023, with the possibility of written extension if Informest deems a reasoned interest.

The flat-rate and all-inclusive fee for each capacity building expert is equal to € 13.000 intended as a spending limit to be borne by Informest (including any ancillary charges, e.g. VAT, contributions). This amount shall cover an estimated workload of 70 man-days, of which 10 to be spent in Italy and 60 for the activity in Libya.

Reimbursement of travel, board and lodging expenses in Italy and in Lybia may be considered, exclusively in the case of missions specifically requested and authorized by Informest.

The payment of the amount foreseen for the assignment will take place on a bi-monthly basis.

The service will be provided without subordination constraints and without the obligation to respect any working hour, the person in charge must in any case ensure the achievement of the agreed working objectives.

4. Application procedure

Experts wishing to apply in the context of this selection must submit the following documentation by the peremptory deadline of August 29, 2022, 10:00 am CET (date of receipt):

1. The **Application form duly signed** highlighting the possession of the envisaged requisites (Annex 1 integral part of the announcement)
2. Detailed **Curriculum Vitae**, mentioning the professional and educational qualifications possessed, as well as the candidate's own professional capacity and working experience
3. Copy of the **passport**.

Applications documents shall be submitted:

1. sent by ordinary e-mail (PEO) with reading receipt to Informest email address protocollo@informest.it, with PDF scan of the signed application and the attached documentation.
2. sent by certified e-mail (PEC), to Informest certified e-mail address (informest@pec.informest.it), with PDF scan of the signed application and the attached documentation.

PEC emails will be dated according to the receipt of submission indicated by the PEC service provider, PEO emails will be dated according to the receipt of the addressee.

The subject of the email must bear the words "**DO NOT OPEN BY THE PROTOCOL OFFICE - PUBLIC NOTICE No. 1/2022 FOR THE SELECTION OF N.3 CAPACITY BUILDING EXPERTS WITHIN THE TAMSALL PROJECT - Expires on August 29, 2022 at 10.00 am CET**".

Applications submitted after the deadline, not complete or without signature will be not considered.

Informest reserves the right to carry out checks, even on a sample basis, on the veracity of the declarations presented both during the proceeding and at its conclusion. The false declaration of possession of the requirements may result in the application of the criminal sanctions referred to in art. 76 of the Presidential Decree n. 445 of 28.12.2000 and the forfeiture of the right to assign the selected place.

Informest assumes no responsibility for the case of dispersion of communications due to inaccurate or unclear transcription of personal data or of the address by the applicants or of failure or late communication of change of address indicated in the application, nor for any postal or telegraphic errors, or in any case attributable to a third party, fortuitous event or force majeure.

5. Selection procedure

The selection procedure will only be accessed by candidates who meet all the required criteria and whose application will comply with this notice.

The verification of the possession of the requirements and the evaluation of the applications will be carried out by a commission appointed by the Head of the Procedure, made up of three members, one of which in a Secretary role.

Informest reserves the right to grant the assignment even in the presence of only one candidacy, if it is suitable, as well as reserves the right, if the applications received within the deadline set out in this notice are inadequate, to acquire further candidates.

The outcome of the procedure will be communicated exclusively through publication on the Informest website.

6. Contracting

Informest will arrange and stipulate the contract with the selected candidate who will be paid the amount provided for in this notice. The assignment will be managed in compliance with the procedures provided for by the Italian reference standards.

The publication of this notice does not bind Informest in any way in the assignment of the assignment. Until the signing of the assignment, Informest may revoke this procedure at its sole discretion without the competitors having any rights whatsoever.

7. Personal data management

Pursuant to art. 13 of Regulation (EU) 2016/679, applicants for this selection are informed that the processing of personal data provided by them or acquired for this purpose by Informest is aimed solely at carrying out the selection and will take place at the offices of the Organization part of authorized personnel, using also computerized procedures, in the ways and within the limits necessary to pursue the aforementioned purposes. The data will be stored in accordance with the rules on the conservation of administrative documentation.

The data controller is Informest in the person of its pro tempore legal representative (Email: informest@informest.it, PEC: informest@pec.informest.it, tel. nr. +39 0481 597411).

The provision of such data is necessary to evaluate the participation requirements and the possession of the qualifications and failure to indicate them may preclude such evaluation, with consequent exclusion from the procedure.

The result will be published in accordance with current legislation. There are no communications to third parties except to comply with any requests from the judicial and control bodies.

The interested parties have the right to obtain from Informest, in the cases provided for, access to personal data and the correction or cancellation of the same or the limitation of the processing that concerns them or to oppose the processing (articles 15 et seq. Of the Regulation). The appropriate application is submitted by contacting the Personal Data Protection Officer at rpd@informest.it.

Interested parties who believe that the processing of personal data referred to them occurs in violation of the provisions of the Regulation have the right to lodge a complaint, as provided for by art. 77 of the Regulation itself, or to take appropriate judicial offices (Article 79 of the Regulation).

8. Person in charge of the procedure

The person in charge of the procedure referred to in this public notice is Giuliana Giotti.

Requests for further information on this notice, before the deadline, can be sent to the e-mail address: protocollo@informest.it . We inform you that the offices will be closed in the period from 8 to 21 August 2022 therefore the requests received will be examined after August 21, 2022.

9. General information

This notice, the outcome of the selection and the assignment of the job, will be published on the Informest website in the section "Work with us - Notices for tenders - Professional positions abroad". The publication has the value of notification for all legal purposes.

Gorizia, August 4, 2022

Managing Director

Ivan Curzolo