

**PUBLIC NOTICE No. 1/2023 FOR THE SELECTION OF A EGTC EXPERT FOR THE TAMSALL PROJECT -
CUP D22B17000270001**

Informest - Service and Documentation Center 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 geo-political 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. 19 of 10 February 2023, a public selection procedure is launched with comparative curricular evaluation and possible interviews, for the assignment of nr. 1 highly specialized self-employment contract, in the form of collaboration, to an expert with specific experience in in setting up and managing of a European Grouping of Territorial Cooperation, for the implementation of the tasks of the TAMSALL project.

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 proposes the multilevel governance (MLG) approach as a methodology for planning and managing local services, accompanying 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 promotes territorial cooperation among target municipalities, and between them and European local administrations

TAMSALL, 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 – Belgiu, involves eight municipalities already part of the Nicosia Initiative (Tripoli, Zintan, Ghariyan, Tobruk, Benghazi, Sabha, Sirte, Zliten) and another twelve municipalities selected from those in the Jabel Nafousa area.

The project structure is based on three Components:

- *Instruments for multilevel governance approach (Component 1):* covers the assessment and benchmarking of Tripoli, Zintan, Ghariyan, Tobruk, Benghazi, Sabha, Sirte, Zliten and Jabel

Nafousa 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.

Within the framework of the project, Informest is coordinator of Component 3 and is in charge of the implementation of pilot actions, including the implementation of a territorial cooperation group on the model of a European Group of Territorial Cooperation (EGTC).

1. Tasks of the assignment

The expert will support the Informest project manager in the study and implementation of the pilot action of the TAMSALL project called EGTC.

The tasks to be performed, in coordination with Informest, are:

1. Drafting of the Operational Plan for the EGTC, containing:
 - Description of the EGTC model and application examples
 - Management of a territorial cooperation group
 - Description of the territorial context
 - Objectives and expected results
 - Members of the territorial cooperation group
 - Implementing subjects and main stakeholders
 - Description of activities to be performed
 - Plan of activities (time schedule) and implementing bodies
 - Description of equipment and training needs
 - Budget structure and price quotation
2. Support to the implementation of the pilot action of the Tamsall project called EGTC, consisting in the creation of a territorial cooperation group between Libyan municipalities on the model of the European territorial cooperation groups, providing all necessary assistance for the full realization of the project, in cooperation with the local project staff.
3. Produce 1 Interim report (after 3 months) describing the work progress, and 1 Final report (at the end of the assignment) describing the actions performed and the results achieved. The Operational Plan must be attached to the Interim report.

Services covered by this contract will be offered in the context of a consultancy relationship that will not have the character of employment and will involve the execution of the activity by the person in charge without observing a specific time-frame and with the use of its own independent and distinct working tools.

The assignment must be carried out in strict cooperation with Informest and with the local staff of the project Tamsall. Operational meetings will take place at the Informest headquarters with timing and methods agreed from time to time, within the typical coordination of a collaboration assignment.

2. Selection criteria

1. General criteria

1. Italian citizenship; or citizenship of one of the member states of the European Union; the family members of citizens of the Member States of the European Union who are not citizens of a Member State who are holders of the right of residence or the right of permanent residence, or citizens of Third Countries, who are holders of a residence permit may also participate. EU for long-term residents or holders of refugee status or subsidiary protection status;
2. Full enjoyment of civil and political rights. Candidates with citizenship other than Italian shall also bear full enjoyment of civil and political rights in the country of origin;
3. She/He shall not have received criminal convictions and / or a state of interdiction and / or prevention or safety measures;
4. 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);
5. 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;
6. She/He shall not have any conflict of interest with Informest.

2. Specific criteria:

1. She/He shall have qualification referred to in the new university system D.M. 270 of 22 October 2004, or a Specialist Degree (L.S.) or a Degree of the Old System obtained in Italy or abroad, or a qualification recognized as equivalent by the Italian State;
2. Relevant experience in setting up a European group of territorial cooperation (EGTC);
3. Relevant experience in managing EU-funded international cooperation programmes;
4. Working experience in training of public servants and public administrators;
5. Working experience in participatory processes and involvement of local communities;
6. Basic knowledge of the administrative decentralization process in Libya;
7. Excellent knowledge of English, both written and spoken;
8. Immediate availability to take over the assignment.

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.

3. Duration and fee

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

The flat-rate and all-inclusive fee is equal to € 19.500.00 intended as a spending limit to be borne by Informest (including any ancillary charges, e.g. VAT, contributions, travel, board and lodging).

Reimbursement of travel, board and lodging expenses 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 in two steps: 40% upon delivery and approval of the Interim report and the Operational plan, 60% at the end of the assignment. In case of extension of the project and, consequently, of the contract, the parties shall agree upon the timing of the second payment.

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 February, 27, 2023, at 13:00 pm (date of receipt):

1. The application form duly signed highlighting the possession of the envisaged requisites (Annex 1 integral part of the announcement);
2. Curriculum Vitae drawn up on a standard *Europass* model, mentioning the professional and educational qualifications possessed, which certifies the indicated requisites, testifies the professional capacity and experience gained;
3. Valid identity document.

Applicants are invited to fill in the envisaged forms indicating precisely titles and experiences able to meet the indicated criteria.

Applications documents shall be submitted:

1. In the case of a person residing in Italy, 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.

2. In the case of a person residing abroad, 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.

PEC emails will be dated according 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.1/2023 FOR THE SELECTION OF A EGTC EXPERT FOR THE TAMSALL PROJECT - expires on February 27, 2023 at 13.00 pm**".

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 and criteria

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.

For the comparative evaluation of the curricula, the Commission will have a total score of 50 points and will take into account in particular:

1. Relevant experience in setting up a European group of territorial cooperation (EGTC);
2. Relevant experience in managing EU-funded international cooperation programmes;
3. Working experience in training of public servants and public administrators;
4. Working experience in participatory processes and involvement of local communities;
5. Basic knowledge of the administrative decentralization process in Libya.

If it deems it necessary, the Commission may invite candidates for an interview in order to countercheck the experiences or knowledge declared and the attitude to the position in relation to the subject of the assignment.

Only applicants gaining a score of 30/50 or more for the experiences reported in the CV will be interviewed. The interview may assign a score up to 50 points.

The body reserves the right to conduct the interviews by means of telematic communication systems.

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

Informest reserves the right to grant the assignment even in the presence of only one candidacy, as long as 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.

6. Contracting

Informest will arrange and stipulate the contract with the selected candidate who will be paid the salary 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 can be sent to the e-mail address: protocollo@informest.it, by February 21, 2023 at 13.00 pm.

9. General information

This notice, the outcome of the selection and the assignment of the assignment, 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, 10 February 2023

Managing Director

Graziano Lorenzon

Signed on the original