



CAREurope

Enhancing transnational administrative cooperation among social partners from EU and candidate countries and securing better information prospects for all posted workers in care sector



financial support from the European Union

Belgrade, 27.03.2019

Sindikata zaposlenih u zdravstvu i socijalnoj zaštiti Srbije

On behalf of:

- 1 : Federacja Związków Zawodowych Pracowników Ochrony Zdrowia i Pomocy Społecznej- Poland
- 2 : Coalición Sindical Independiente de Trabajadores de Madrid- Spain
- 3 : Sindikat zdravstva Crne Gore- Montenegro
- 4 : Business Confederation Macedonia- Macedonia

REQUEST FOR OFFERS

for providing of equipment for simultaneous interpretation for project's events

within the framework of the project:

“CAREurope: Enhancing transnational administrative cooperation among social partners from EU and candidate countries and securing better information prospects for all posted workers in care sector”

Section I: Contracting party

Name of Beneficiary: Sindikat zaposlenih u zdravstvu i socijalnoj zaštiti Srbije

Address: Decanska 14, 11000 Belgrade, Serbia

Contact person: Mihailo Govedarica

E-mail: sindikatzdravstva@yahoo.com

Telephone number: +381113233348



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Section II Description and scope of services. Obligations of service provider.

Providing of interpreting equipment for simultaneous interpretation during the following project's events:

- 1) 14/05/2019 The first study visit to Serbia, BELGRADE
2 interpreting booths with equipment for 12 people, transport, installation and technical assistance
- 2) 24/09/2019 Second study visit to Poland, KRAKOW
4 interpreting booths with equipment for 15 people, transport, installation and technical assistance
- 3) 19-20/11/2019 Transnational round table in Spain, MALAGA
6 interpreting booths with equipment for 24 people, transport, installation and technical assistance

Section III Term of services

The service provider is expected to respect the following deadlines:

- The offer shall not require a prepayment
- The above-mentioned dates are approximate. The provider will be informed about the exact place and date of the meetings three weeks before the event
- The invoice for the services should be issued per each meeting separately up to 14 days from the date of the meeting
- The time limit for payment of the final invoice must not be shorter than 30 days
- The installation of the interpreting booths should be done the day before the event

Section IV Submission of proposals

The proposal should be submitted in writing until **05.04.2019** to the following address:

Decanska 14, 11000 Belgrade, Serbia, E-mail: sindikatzdravstva@yahoo.com

in person, e-mail or by registered mail. Late proposals will not be accepted.

Service provider will be chosen until **10.04.2019**.



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Section V Conditions of participation

It is expected that service provider has a minimum 2 years of experience in performing services and has taken part in implementation of minimum 3 international projects funded by the European Union. Professional experience of the company should be documented by appropriate statements and references.

Section VI Criteria of assessment of proposals

The contract will be awarded to the best proposal taking into account the best price-quality ratio.

Section VII Other information

Conflict of interest

In order to avoid conflict of interest the following persons and/or entities are excluded from this procedure:

- Beneficiary's personnel and staff,
- family members and relatives of beneficiary and its key personnel,
- affiliated persons, companies and institutions,
- any persons, companies and institutions with shared economic interest and/or personal or equity relationship with Beneficiary.

The standard contract for services will not be negotiated by the Beneficiary. After signing the contract any major changes to the contract shall be excluded. A draft contract may be delivered via e-mail on request.

The service provides shall respect all rules and obligations required by the European Union, in particular those with regards to confidentiality, conflict of interests, liability, intellectual property rights, ownership of materials, checks, audits and evaluation.

Only complete offers will be evaluated. Partial proposals will be excluded.

Beneficiary does not allow subcontracting as a rule. All potential subcontractors should be notified and accepted by the Beneficiary prior to signing a contract for services.

On behalf of Beneficiary:

