

**TECHNICAL OFFER**

**SERVICE NOTICE 2/2017 - TECHNICAL ASSISTANCE TO THE OUTLINE OF GUIDELINES FOR THE IMPLEMENTATION OF SUSTAINABLE TERRITORIAL DEVELOPMENT PLAN WITH A SPECIAL FOCUS ON TOURISM IN THE AREA OF VLORA, LLOGARA DHERMI (ALBANIA) IN THE FRAMEWORK OF THE PROJECT I4TOUR FINANCED BY THE "IADSA" ITALIAN -ALBANIAN DEBT FOR DEVELOPMENT SWAP AGREEMENT - CALL FOR PROPOSALS REF. NO. IADSA/2015/02**

**SUBMITTED by (i.e. the identity of the Candidate)**

	<b>Name(s) of legal entity or entities making this application</b>	<b>Nationality</b>
<b>Leader</b>		
<b>Member</b>		
<b>Etc ...</b>		

**2 CONTACT PERSON (for this application)**

<b>Name</b>	
<b>Organisation</b>	
<b>Address</b>	
<b>Telephone</b>	
<b>Fax</b>	
<b>e-mail</b>	

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The technical offer must include the following documents:

- a) **Strategy:** an outline of the approach proposed for contract implementation focussing on how the requested services will be performed and how they will be successfully completed. It should be no longer than 2 pages. Experts' CVs excluded.
- b) **Methodology:** a description relevant to understand the approach undertaken by the tendered to reach the outputs of the contract description guaranteeing a deep stakeholders' involvement (local and governmental level) and the supporting facilities used. Description of any subcontracting arrangements with a clear indication of the tasks that will be entrusted to subcontractors and a statement by the tenderer guaranteeing the eligibility of subcontractors. (max. 1 page) Involvement of all members of the consortium: if the tender is submitted by a consortium, a description of the input from each member of the consortium and the distribution and interaction of tasks and responsibilities between them. (max 1 page)
- c) **Timetable of work:** The timing, sequence and duration of the activities proposed in the Methodology. The identification and timing of major milestones in executing the contract.
- d) **Two Key experts CVs** drafted on Europass format. The key experts are those whose involvement is considered to be instrumental to achieve the contract objectives. Key Experts should demonstrate experience in: tourism development, special and territorial planning, natural and cultural heritage valorisation and safeguard. English command is compulsory, Albanian language knowledge will be considered as an asset Each CV should be no longer than 3 pages. In case of CVs longer than 3 pages, only the first 3 pages will be taken into account. Non-key experts CVs are not necessary.
- e) **Additional services:** any other additional service offered to the present Contract (max 1 page).