municipality of Tirana

**Call for interest for participation of the Tender for EXTERNAL EXPERTISE AND SERVICE “ WP -Management”**

**under the project**

**“CIRCULAR INNOVATION AND RESILIENT CITY LABS IN THE ADRION REGION**

**(CIRCLE) Code: 959”**

 **Tirana, 16/02/** **2021**

**To whom it may concern:**

Subject: “External Expertise/ QUALITY MANAGEMENT SERVICES-WPM”

**Project Reference:** Service for QUALITY MANAGEMENT- WPM in the framework of PROJECT CIRCULAR INNOVATION AND RESILIENT CITY LABS IN THE ADRION REGION (CIRCLE) Code: 959, under the INTERREG V-B Adriatic-Ionian ADRION Programme 2014-2020; Second Call for Proposal - Priority Axis 2 Order no 6531 date 09.02.2021

In the context of the partnership in the PROJECT CIRCULAR INNOVATION AND RESILIENT CITY LABS IN THE ADRION REGION (CIRCLE) Code: 959 The Municipaliy of Tirana has lunched the call upon their need on needed:

Tender for Tender for External Expertise QUALITY MANAGEMENT SERVICES-WPM

 The complete tender dossier is attached to this call for proposal. It includes:

* Instructions to tenderers and contract notice
* Draft Contract Agreement and Special Conditions with annexes:
* General Conditions for service contracts
* Technical specification and technical offer;
* Budget (to be submitted by the tenderer as the Financial offer using the template provided)

Other information:

* Administrative compliance grid
* Evaluation grid
* Tender submission form;
* Instruction to Tenderers;

For full details of the tendering procedures, please see the Practical Guide and its annexes, which may be downloaded from the following website: <http://ec.europa.eu/europeaid/prag/document.do>

We look forward to receiving your tender before the deadline set in point 8 of the Instructions. Please send it to the address given in point 8.

The tender must comprise of a Technical offer and a Financial offer, which must be submitted in separate envelopes (see clause 8). Each Technical offer and Financial offer must contain one original, clearly marked **‘Original’.**

Interested candidates are invited to submit their application in a sealed envelope indicating:

1. the address for submitting tenders indicated above;
2. the reference code of the tender procedure
3. the words ‘Not to be opened before the tender-opening session’ and equivalent phrase in Albanian “Mos te hapet perpara fazes se hapjes se ofertave te tenderit”
4. and the name of the tenderer.

at the following address:

**Municipality of Tirana**

**Torre Drini**

**Rruga ”Abdi Toptani”**

**Zyra e Këndit të BE**

**Tirana, ALBANIA**

The deadline for the submission of the applications is **18.03.2021, 16:00 hr**. Only applications received prior to this deadline will be considered.

 For more information and duration of the assignment please referred to the TORS or request the full tender dossier at the email address here given.