

Τρίκαλα, 19 Μαρτίου 2018

Procurement protocol – External Expertise & Services for the Dissemination activities

Project number:

MIS: 5017606

Project
acronym:

INNOVENTER

Project partner

P6

Name of the
project partner
organisation (in
English only):

DYEKO

1. Title of tender

External Expertise & Services for the Dissemination activities

2. Type of contract

- provision of goods
 provision of services
 provision of works¹

3. Specification of tender

3.1. Subject of the procurement

The purpose of the tender is to provide expertise & services for the Dissemination Activities as described in the work packages of the project, paying attention to the project targets as these will also be developed throughout the project's evolution.

3.2. Time frame

The Contractor will develop and deliver each deliverable in due time according to the Timeplan of the approved Project (Annex). In any case, all deliverables shall be completed and delivered before the end of the contract date, i.e. 31st of July 2019.

¹ 'a work' means the outcome of building or civil engineering works taken as a whole which is sufficient in itself to fulfil an economic or technical function;

3.3. Eligibility criteria

This procurement is a call for tender where all suitable are invited to submit offers. The tenderer is expected to have relevant qualifications and proven experience. The selected tenderer should have good knowledge of communication, dissemination, and meetings & events organisation activities, as described in the respective work packages.

For the contract award, the selected tendered shall submit all necessary legal proof documents i.e. general commercial registry(G.E.MI.), tax clearance, etc.

3.4. Assessment criteria

Quality – price assessment criteria (scale of 100 points)

1. Competence/experience:

*Previous experience, evidence of experience with similar work.
Max points: 50/100*

2. Quality of proposal:

Methodology, Understanding of the assignment and description of actions. Max points: 30/100

3.Price

Max points: 20/100

4. Estimation of contract value

4.1. Estimated contract value (excl. VAT)

EUR **16.145,16**

5. Publication of the notice

The tender notice is published at DYEKO site (www.dyeko.gr) in 19.03.2018. The deadline is 10 days, from the next date of publishing, i.e. 30 March 2018, 14.30 Greek local time. DYEKO, Sokratous 23, Trikala, GR 42100, info@dyeko.gr