

YOUNG RESEARCHERS OF SERBIA




announces

Call for providing service of preparation and leading thematic areas during Introductory training intended for supported organizations within the ECO-SYSTEM program for strengthening the networks of citizens' associations dealing with environmental protection

The ECO-SYSTEM program for strengthening is the main component of the project "ECO SYSTEM - Environmental reforms supporting programme" (hereinafter Service provider) which is financed by Sweden.

PROJECT DESCRIPTION

The ECO SYSTEM programme's objective is to enforce the reforms in the environmental sector in Serbia through more active involvement of CSOs in the implementation of EU acquis and constant cooperation of stakeholders. Programme will be implemented by Young researchers of Serbia from 2020 to 2022, supported by Sweden. Through a wide range of activities, Young researchers of Serbia will seek to strengthen the capacities of civil society organizations and encourage their long-term networking. Main component of the project is ECO-SYSTEM program for strengthening the networks of citizens' associations dealing with environmental protection that is implementing during 2021 and 2022. Aim of the programme is:

-  to strengthen the capacity and visibility of networks dealing with the environment;
-  to enable organizations to continue working on environmental reforms and monitoring Chapter 27 and
-  to improve the dialogue and cooperation of organizations with decision makers at the national and local level.

This year 13 projects on behalf of 12 environmental networks that gathered 64 organizations from 31 municipalities in Serbia will be supported within ECO SYSTEM programme. Through approved projects, which shall be implemented from 1st August – 31st December 2021, civil society organizations will contribute to environmental reforms and the involvement of other stakeholders in the implementation of the EU acquis at the local level, as well as raising citizens' awareness. Also, through the ECO SYSTEM programme for strengthening, the networks will be working on building its capacities and increasing visibility.

JOB DESCRIPTION

In period from 15/09/2021 - 17/09/2021, **Young Researchers of Serbia are organizing Introductory training** for organizations supported by the ECO SYSTEM programme for strengthening. Total 26 participants (2 representatives per project teams) on behalf of 12 environmental networks will be present at the Introduction training: Climate Forum, Green Chair, Network of Good Energy, Natura 2000 RCS, Serbian Green Network, Afforest Vojvodina Network, Blue Green Network Futura, Network of the European Movement in Serbia – EminS, Citizens for the nature of Serbia, Ekonet Network, Afforest Vojvodina Network, City Fire Brigade Kraljevo, Banat Platform.

Introductory training is organized to strengthen the capacity of organizations in the field of financial project management and organization, project development (action plan, monitoring plan, risk definition and risk management), gender equality, providing guidelines for project implementation and resolving doubts, getting to know other partner organizations.

Thematic areas that will be covered during the Introductory training which are subject of this procurement are:

Thematic area	Assignment	Number of engaged experts / number of days
Project risks	Theoretical inputs and practical work with organizations: <ul style="list-style-type: none"> • project risks • defining risks • risks management • risks evaluation criteria 	<ul style="list-style-type: none"> • 1 person • 3 days (preparation, leading session, <i>follow up</i> activity with OCD)
Internal controls and regulations/management within organization	Theoretical inputs and best practices examples: <ul style="list-style-type: none"> • the importance of internal controls in good governance of organizations • the required degree of internal controls in organizations • best practices examples of establishing control (rulebooks, decisions, authorization...) 	<ul style="list-style-type: none"> • 1 person • 3 days (preparation, leading session, <i>follow up</i> activity with OCD)
Project development (action plan, monitoring plan)	Theoretical inputs and practical work with organizations.	<ul style="list-style-type: none"> • 1 person • 3 days (preparation, leading session,

		<i>follow up</i> activity with OCD)
Methodology for the collection of data on implementation of EU environmental acquis on local level in Serbia.	Theoretical inputs and practical work with organizations in line with thematic areas that will be covered by methodology.	<ul style="list-style-type: none"> • 2 persons • 3 days (preparation, leading session, <i>follow up</i> activity with OCD)

Additionally, from selected expert is expected to:

- actively participates in designing program of the training sessions;
- leads the meeting: presentations, directs and discusses the achievement of goals, draws conclusions, evaluates the meeting;
- monitor *follow up* activities (tasks given to the organizations) – per need.
- submit a brief narrative report from the meeting.

Deadline for completion of the work: 5 October 2021.

APPLYING PROCEDURE

The offer is submitted to the Young Researchers of Serbia by e-mail, to the address tijana@mis.org.rs with subject "Offer for procurement number 23/2021 on project ECO SYSTEM".

The offerer may submit only one offer.

The offer must contain the following elements:

- Updated biography of the interested offerer;
- Price offer and name of the thematic areas for which the offerer applies.

Offerer can be a natural or legal entity.

The offerer is obliged to submit an offer that has been filled in in accordance with the requirements specified in this Call.

The contact person regarding this procurement is Tijana Ljubenočić, email tijana@mis.org.rs

Deadline for receiving offers by email is 13 September 2021 till 1:00 PM.

EXPRESSING PRICE OFFER

The price offer price must contain the gross amount in RSD or EUR. If the offerer is a natural person, the price offer should include all taxes and contributions that later shall be borne by the service provider.

BUDGET AND PAYMENT PROCEDURE

The maximum amount for this procurement is EUR 160,00 per day (gross amount), equivalent to RSD calculated in dinars' currency at exchange rate defined by the commercial bank on the day of the foreign currency sale by the service provider. Payment dynamics will be defined in the contract made with the chosen offerer and payment will be done in RSD.

NEEDED CVALIFICATIONS OF THE FACILITATOR

- Expressed communication skills
- Being familiar with CSO sector's work
- Experience in the area for which the offerer is applying (minimum 2 years of the work in selected area)
- Good knowledge of the socio-economic environment for the work of the civil sector in Serbia

EVALUATION OF OFFERS

The offer will be evaluated by the Committee for the selection of offerers, no later than 2 days after the deadline of receiving offers and all offerers will be informed about the decision by e-mail on the same day.

Young researchers of Serbia respects gender equality and guarantees equal opportunities in hiring associates and service providers.

The Committee will determine in advance whether the offer meets all the conditions described in the call. Incomplete and untimely offers will not be considered.

After collecting all the received offers, the most favourable offerer will be selected according to the criteria "**best price-quality ratio**" with the fulfilment of all the stated conditions from the invitation.

The offer will be evaluated with points ranging from 0 to 100 (where 100 represent the highest possible number of points) according to the criteria in the table below.

Criteria	The highest possible number of points
Biography of the facilitator (previous relevant experience in thematic area for which the offerer is applying).	80
Price offer	20

In Belgrade, 30 August 2021