

## YOUNG RESEARCHERS OF SERBIA

### announces

#### Call for providing service of moderating panels and sessions at the conference ECO+SYSTEM= GOOD ENVIRONMENTAL GOVERNANCE

Funds are provided within 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 2024, 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

For more details about the programme, visit <https://ekosistem.mis.org.rs/>

### JOB DESCRIPTION

**Young Researchers of Serbia** are organizing annual conference called ECO+SYSTEM= GOOD ENVIRONMENTAL GOVERNANCE. Conference is held in Hotel Zira in Belgrade on 31 May 2023. During the conference, work in working groups is planned for 1.5 hours, as well as panel that will last for 1.5 hours.

Work groups that are subject to this procurement shall cover following topics:

- The role of women in environmental governance
- Cooperation between CSOs and institutions in environmental
- Youth and environmental governance

For each working group there is a need for 1 moderator, from whom is expected to:

- actively participates in designing program of the work group;
- leads the work group: directs and discusses the achievement of goals, draws conclusions, evaluates;
- present brief conclusions on behalf of the group;
- submit a brief narrative conclusions of the work group and report of engaged work.

Theme of the panel is “Reforms in Environmental Protection in Serbia – what is missing?”

For subjected panel, from moderator is expected to:

- prepare questions for the panel and communicate with panelists;
- leads panel: directs and discusses the achievement of goals, draws conclusions;
- submit a brief written conclusions of the panel and report of engaged work.

**Deadline for completion of the work: 8 June 2023.**

#### **APPLYING PROCEDURE**

The offer is submitted to the Young Researchers of Serbia by e-mail, to the address [tijana@mis.org.rs](mailto:tijana@mis.org.rs)

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 work group 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](mailto:tijana@mis.org.rs)

**Deadline for receiving offers by email is 26 May 2023 till 12:00 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 100,00 (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 and experience in moderating events/panels/work groups
- 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, 12 May 2023