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# BACKGROUND INFORMATION

## Partner country

Romania (within the Project ESTABLISHING LONG-LASTING PARTNERSHIPS TO UPGRADE HERITAGE-BASED OFFERS AND CREATE NEW INVESTMENT OPPORTUNITIES IN TOURISM AND THE CULTURAL AND CREATIVE INDUSTRIES AT UNESCO DESIGNATED AREAS IN THE BLACK SEA BASIN)

## Contracting authority

DBSUF, Danube – Black Sea Universitary Fundation, str. Nicolaie Iorga, nr. 38, Mangalia

## Country background

## Romania is an active participant within the Joint Operational Programme for the Black Sea Basin. The Black Sea Basin Joint Operational Programme (hereafter Black Sea JOP) is one of the EU operational programmes under the European Neighbourhood & Partnership Instrument (ENPI). It is implemented during the programming period 2007 – 2013.

## There are 8 participating countries in the Black Sea JOP, i.e. Armenia, Bulgaria, Georgia, Moldova, Turkey, Ukraine, Romania, and Greece.

The Black Sea Basin favourable climate and outstanding natural features - including mineral springs and beautiful beaches – have made the region an important destination for recreational and health tourism with the Crimea being the most important. Seaside resorts in Bulgaria, Romania, Ukraine, Russia and Georgia are very active but are less developed on Turkey's coasts (where seaside tourism is focused mainly on the Mediterranean, while the Black Sea region is mostly preferred for nature tourism). Tourism potential in the Black Sea Basin area is rich and diversified, including in addition for spa and medical tourism, culture, nature, eco and agro-tourism, golf tourism and sea cruises, adventure, cave and mountain tourism, and tourism related to cuisine, rivers, hunting and diving as well as winter tourism (skiing).

## The tourism in Romania is based on diversity of relief forms, on the natural landscape, on the specific customs and on history and rich tradition, having also an important contribution to the economy. Tourism is considered one of Romania'seconomic sectors characterized by dynamism.

It is known that Romania has the chance to enjoy varitate forms of relief, a great historical and cultural heritage, the existence of natural monuments, unique nature, some being placed in UNESCO heritage. In this context, Romania has the opportunity to develop many forms of tourism. Of course we cannot overlook the negative aspects, but there are many positive aspects that can be scored. Thus, we can state that the Romanian tourism is an economic sector that is not yet sufficiently exploited but can become a source of attraction for tourists and investors, because it has all the necessary premises for sustainable tourism development.

The Danube Delta Biosphere Reserve is situated on the eastern side of Romania, at the junction of the Danube River with the Black Sea, marking the exit point of the Danube into the sea. The Biosphere Reserve covers an area of approximately 580,000 hectares. It is the only Delta in the world declared protected area as a whole. The Biosphere Reserve comprises the Danube Delta, The Danube Floodplain upstream of Tulcea to Cotul Pisicii, the Razim-Sinoe Lakes Complex and the Black Sea coastal waters up to 20 meters isobaths.

Development and implementation of EU-funded projects aimed at improving key issues facing the Romanian tourism, contributing to the sustainable development of important tourist areas should be a strength point.

## Current situation in the sector

HERIPRENEURSHIP establishes long lasting partnerships in EL51/RO22/BG33/MD03/ GE03/ TR90 to upgrade heritage-based offers for new investment opportunities in tourism and the Cultural and Creative Industries (CCI) in the Black Sea Basin (BSB). It fosters tourism entrepreneurship exploiting the rising powers of the CCI to communicate to the connected consumer market the Black Sea heritage tourism narrative. Challenges, the tourism sector faces in the BSB with existing services, are matched with new skills for new jobs by addressing the new world order of the EU Audiovisual Media Services Directive, 2018. 60 small/micro enterprises in tourism/CCI are mentored that they grow in the regional/national/international context and enhance their competitiveness through the rise of 180 skilled workers. To prevent brain drain and effectively address the skills gaps tourism SMEs are facing in the BSB, skills needs and supply-demand trends are mapped transforming the teaching/learning practice for 180 professionals, while recruiting and retaining talents at local level. A new skills-mindset is inducing business sophistication with 6 business models built on customer insights, key experiences and stakeholder participation integrating transversal key competences into the product-process innovation in the BSB. The Partnership perceives the Grand Societal Challenges as a new force to design and deliver the new high-quality tourism experience that supports the extroversion of tourism/CCI SMEs. It defines culture-based solutions for community-led development, market opportunities and facilitates 6 new investments in heritage tourism, putting the heritage experience into the heart of tourism reform in the BSB. HERIPRENEURSHIP is challenging the traditional tourism generation by remodeling supply-demand at places with natural and cultural significance. Meeting market needs for authentic experiences, the desire for cultural capital and environmental protection, a new tourism heritage mobility and consumption pattern is globally launched: the UNESCO EXPERIENTIAL HERITAGE CORRIDOR is a unique multimodal tourism product-service set with 60 selling points in the BSB that incorporates heritage education into the leisure time (COUNCIL OF EUROPE). The innovation is guiding professionals to further develop exceptional experiences at heritage places and connect offers to global markets transforming the product-buyer into a product-seller. 60 heritage organizations, tourism distributors and digital integrators ensure the uptake of the CORRIDOR. Cross-sectoral cooperation, the Project Legacy with a highly transferable tourism planning infrastructure (418 durable outputs), continuation of works, sales-distribution in 60 heritage places in the BSB, business extroversion and further funding are ensured by the statutory CB TOURISM BUSINESS NETWORK, where highly skilled workers implement and sell new customized heritage tourism services being interconnected at (g)local level.

## Related programmes and other donor activities

The Project has not been developed in isolation, but it is closely related to a wide range of strategies currently operating at EU, national, regional and local levels inside the Programme area. They were taken into account and complement the Project.

# OBJECTIVE, PURPOSE & EXPECTED RESULTS

## Overall objective

The overall objective of the project of which this contract will be a part is as follows:

Strengthen CB heritage productivity and competitiveness by investing in human capital - inspire a new vision for higher quality services in the tourism sector, where highly skilled workers implement/sell new customized services worldwide and deliver the right skill mix to diversify tourism offers; enhance work-based learning, training/sharing of experiences & know-how; employ the youth with new ICT and domain specific skills and reduce brain drain; to recruit/retain talents that become skills generators in the Black Sea Basin.

## Purpose

In order to acomplishe the above mention objective, will contract a Service provider that will support the CA to organised the following events:

* Study Visit in Danube Delta – the event will be organised and hosted in Danube Delta, Tulcea in the frame of 2 (two) days and it’s expected to be attended by 25 participants.
* Press Tour in Danube Delta - the event will be organised and hosted in Danube Delta, Tulcea in the frame of 2 (two) days and it’s expected to be attended by 3 participants, travel journalist.
* FamTour in Danube Delta - the event will be organised and hosted in Danube Delta, Tulcea in the frame of 2 (two) days and it’s expected to be attended by 3 participants, international touroperators.
* InfoDays in Danube Delta - the event will be organised and hosted in Danube Delta, Tulcea in the frame of 1 (one) day and it’s expected to be attended by 3 participants, international touroperators.
* Stakeholders Event in Danube Delta - the event will be organised and hosted in Danube Delta, Tulcea in the frame of 1 (one) day and it’s expected to be attended by 20 participants
* Evaluation Workshop in Danube Delta - the event will be organised and hosted in Danube Delta, Tulcea in the frame of 1 (one) day and it’s expected to be attended by 25 participants
* Partners Meeting in Danube Delta - the event will be organised and hosted in Danube Delta, Tulcea in the frame of 1 (one) day and it’s expected to be attended by 25 participants
* International Conference in Danube Delta - the event will be organised and hosted in Danube Delta, Tulcea in the frame of 2 (two) days and it’s expected to be attended by 120 participants from international academic community, stakeholders, journalists, general public.
* Roving Fair in Danube Delta - the event will be organised and hosted in Danube Delta, Tulcea in the frame of 1 (one) day and it’s expected to be attended by 120 participants.
* Press Conference in Danube Delta - the event will be organised and hosted in Danube Delta, Tulcea in the frame of 1 (one) day and it’s expected to be attended by local, regional and national jounalists.

## Results to be achieved by the contractor

The Consultant is expected to support the Contracting Authority in achieving the following results:

* Study Visit in Danube Delta – the event will be organised and hosted in Danube Delta, Tulcea in the frame of 2 (two) days and it’s expected to be attended by 25 participants.
* Press Tour in Danube Delta - the event will be organised and hosted in Danube Delta, Tulcea in the frame of 2 (two) days and it’s expected to be attended by 3 participants, travel journalist.
* FamTour in Danube Delta - the event will be organised and hosted in Danube Delta, Tulcea in the frame of 2 (two) days and it’s expected to be attended by 3 participants, international touroperators.
* InfoDays in Danube Delta - the event will be organised and hosted in Danube Delta, Tulcea in the frame of 1 (one) day and it’s expected to be attended by general public.
* Stakeholders Event in Danube Delta - the event will be organised and hosted in Danube Delta, Tulcea in the frame of 1 (one) day and it’s expected to be attended by 20 participants
* Evaluation Workshop in Danube Delta - the event will be organised and hosted in Danube Delta, Tulcea in the frame of 1 (one) day and it’s expected to be attended by 25 participants
* Partners Meeting in Danube Delta - the event will be organised and hosted in Danube Delta, Tulcea in the frame of 1 (one) day and it’s expected to be attended by 25 participants.
* International Conference in Danube Delta - the event will be organised and hosted in Danube Delta, Tulcea in the frame of 2 (two) days and it’s expected to be attended by 120 participants from international academic community, stakeholders, journalists, general public.
* Roving Fair in Danube Delta - the event will be organised and hosted in Danube Delta, Tulcea in the frame of 1 (one) day and it’s expected to be attended by 120 participants.
* Press Conference in Danube Delta - the event will be organised and hosted in Danube Delta, Tulcea in the frame of 1 (one) day and it’s expected to be attended by local, regional and national jounalists.

# ASSUMPTIONS & RISKS

## Assumptions underlying the project

* It is assumed that a positive perception of the communities living in the area exists in what concerns the Project and the benefits it brings.
* Confidence in institutions/ organizations managing the Project, and a good reputation as well, are expected to create a favourable environment for the Project developments in the target area.
* It is assumed that the Contractor will be fully supported in undertaking its activities by the regional / local actors / stakeholders.
* Expert assigned to work for the Contractor are expected to be fully committed, available and trained for the job.

## Risks

* Excessive and administrative and regulatory burdens for projects hamper cross border cooperation between partners.
* Major delays in Project’s implementation impact directly on the results foreseen to be achieved.
* Changes in the legal / political / administrative / institutional environment in the eligible area of the Project create unexpected difficulties in Project implementation and cooperation.

# SCOPE OF THE WORK

## General

### Description of the assignment

### In order to accomplish the tasks assigned to the Contracting Authority within the HERIPRENEURSHIP, the CA will contract a Contractor (service provider) to assist in elaboration of several deliverables. the procurement rules will be those foreseen by PRAG rules. The contract is Global Price type contract under PRAG 2020.

### Geographical area to be covered

Danube Delta reservation, Romania, for some of the studies the area will be 6 geographic area from EL51/RO22/BG33/MD03/ GE03/ TR90

### Target groups

* project beneficiaries,
* stakeholders (i.e. local authorities, associations, mass-media, and others)
* general public (citizens of the targeted areas)
* academic community
* press

## Specific work

The following tasks (deliverables) will be carried out by the Contractor during the service contract execution. The accomplishment of the contracted tasks will be evaluated according to the Deliverables to be submitted to the Contracting Authority.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Work Packages** | **Deliverable Description** | **Tasks/ Details** | **Experts/ Resurces** | **Quantity** | **Delivery TIME\*** |
| **D.T1.1.1 –**  **6 CROSS-BORDER STUDY VISITS AND WORK-BASED-LEARNING SESSIONS AT UNESCO LOCATIONS THE PROJECT AREA** | The Study Visit to the Danube Delta is part of the HERIPRENEURSHIP project's educational activities that will take place on-site with the participation of the whole Partnership and the interested stakeholders and will focus on tourist accessibility, infrastructure, signage and information with tourism value. Participating partners and stakeholders will be trained to choose provide the right combination of infrastructure elements that can satisfy visitors and at the same time provide residents with facilities and experiences that without tourism, they would not be able to enjoy to the same extent. The Study Visit will explore digital accessibility by comparing mobile apps and related application in relation to their content and visitor satisfaction. | The event will be organised and hosted in Danube Delta, Tulcea in the frame of 2 (two) days and it’s expected to be attended by 25 participants.  **Day 0** - Arrival of the participants  **Day 1** – Guided Tour – Ethnografic Museum, Aegyssus Fortress, Halmirys fortress, Hausehold Enisala, Enisala Fortress, Lunch at Enisala vilage, Orgame fortress  Diner  **Day 2** – Guided Tour – Natural Museum, Mila 23, Lunch (has to contain traditional Fish Borcht), Letea forest  **The 6th Evaluation Workshop and Partner’s Meeting will take place in the Second day of the Study Visit**.  Diner  The Study Visit, FamTour and Press Trip Tour are going to be organized in the same time. The Event takes place 04.06.2023 – 06.06.2023 (04.06.2023 Arrival date, 06.06.2023 second day of event) | **Day 1**  Bus rental 31 persons  Lunch 31 persons  Museum tickets – 31 acces  Photographer/Camera man - 1  Tourguide Equipment – 1 set  Dinner – 31 persons  **Day2**  Boat rental (one boat, the group doesn’t split) – 31 persons  Museum tickets- 31 persons acces  Photographer/Camera man - 1  Tourguide Equipment - 1  Natural reservation pass – 31 persons acces  Transportation Letea forest – 31 persons  Lunch – 31 persons  Dinner – 31 persons  For FamTours with tour operators the Contractor will assure Travel cost and subsistence for 3 tour operators) | 1 guided tour will be organized for the 6rd Study Visit | 6th and 7th of  June 2023 |
| **D.C.3.2 PRESS TRIP TOURS** | Media visits by journalists to project sites may offer additional opportunities of visibility. Such visits should be well-planned in advance with the project communicators and focus on tangible achievements and include, as far as possible, meetings with final beneficiaries and local communities. he Press Trip Tours shall be organized in the sense of a familiarization tour by the organizer. | The event will be organised and hosted in Danube Delta, Tulcea in the frame of 2 (two) days and it’s expected to be attended by 3 participants.  **Day 0** - Arrival of the participants  **Day 1** – Guided Tour – Ethnografic Museum, Aegyssus Fortress, Halmirys fortress, Hausehold Enisala, Enisala Fortress, Lunch at Enisala vilage, Orgame fortress  Diner  **Day 2** – Guided Tour – Natural Museum, Mila 23, Lunch (has to contain traditional Fish Borcht), Letea forest  Diner  The Study Visit, FamTour and Press Trip Tour are going to be organized in the same time. | 1 guided tour will be organised for the 6rd Press Trip Tour | 6th and 7th of  June 2023 |
| **D.C.3.3 FAMTOURS WITH TOUR OPERATORS** | Organisation of the 6th Fam Tour at the Danube Delta for International Tour Operators. | The event will be organised and hosted in Danube Delta, Tulcea in the frame of 2 (two) days and it’s expected to be attended by 3 participants.  **Day 0** - Arrival of the participants  **Day 1** – Guided Tour – Ethnografic Museum, Aegyssus Fortress, Halmirys fortress, Hausehold Enisala, Enisala Fortress, Lunch at Enisala vilage, Orgame fortress  Diner  **Day 2** – Guided Tour – Natural Museum, Mila 23, Lunch (has to contain traditional Fish Borcht), Letea forest  Diner  The Study Visit, FamTour and Press Trip Tour, are going to be organized in the same time. The Event takes place 05.06.2023 – 07.06.2023 (05.06.2023 Arrival date, 07.06.2023 second day of event) | 1 guided tour will be organised for the 6rd FamTour | 6th and 7th of  June 2023 |
| **D.C.3.4 PROJECT INFO DAYS** | The 6th Project Info Day will be organised at the Danube Delta targeting to public awareness | InfoDays in Danube Delta - the event will be organised and hosted in Danube Delta, Tulcea in the frame of 1 (one) day and it’s expected to be attended by general public.  The Info Days Event and ICC Roving Fair are going to be organized in the same day. | Hall rental for 30 participants  Coffee break | 1 Info Days event will be organised | 10th of June 2023 |
| **D.T4.1.1 STAKEHOLDER CONSULTATION EVENTS** | The 6th HERIPRENEURSHIP Stakeholder Consultation Event will be organised at Danube Delta, based on the Design Thinking Methodology the Workshops define a set of integrated solutions, from which regions, towns and communities profit. The Stakeholder Consultation Events have the primary mission to create the enabling environment for the creation of the statutory CB TOURISM BUSINESS NETWORK. Seamless integration of news products and services is a key aspect for the overall success and long term impact is key looking for a holistic approach since each service or product is connected into an ecosystem. Only by addressing the ecosystem the transformation can generate value for the final user. 6 local STAKEHOLDER CONSULTATION EVENTS map current realities, guiding participants to envision the change to be brought by HERI- PRENEURSHIP. Based on the Design Thinking Methodology the 6 EVENTS define a set of integrated solutions, from which local businesses, women, young entrepreneurs and communities can profit from their member- ship at the CB TOURISM BUSINESS NETWORK. In this way the EVENTS pioneer a new form of co-operation among multilevel willing to embrace novel training practices and compe- tencies by exploiting ICT based Services and social media. | Stakeholders Event in Danube Delta - the event will be organised and hosted in Danube Delta, Tulcea in the frame of 1 (one) day and it’s expected to be attended by 30 participants | Hall rental for 30 participants  Coffee break | 1 event will be organised for the 6th Stakeholders event | 5th of June 2023 |
| **D.M2.1 PROJECT COORDINATION MEETINGS AND MANAGEMENT WORKSHOPS** |  | Partners Meeting in Danube Delta - the event will be organised and hosted in Danube Delta, Tulcea in the frame of 1 (one) day and it’s expected to be attended by 25 participants  **Partner’s Meeting will take place in the Second day of the Study Visit**. | Hall rental for 25 participants  2 Coffee break  Lunch  Dinner | 1 event will be organised for the 6th Partners Meeting | 7th of June 2023 |
| **D.T1.1.2**  **6 CROSS-BORDER EVALUATION WORKSHOPS** | In the Evaluation Workshop the contractor will train participants to understand cognitive and emotional accessibility to places of cultural significance through existing good practices in digital culture, in order to integrate the new knowledge into the pilot projects of the cross-border cooperation. | Evaluation Workshop in Danube Delta - the event will be organised and hosted in Danube Delta, Tulcea in the frame of 1 (one) day and it’s expected to be attended by 25 participants  **The 6th Evaluation Workshop will take place in the Second day of the Study Visit**. | Hall rental for 25 participants  2 Coffee break  Dinner | 1 event will be organised for the 6th Evaluation Workshop | 7th of June 2023 |
| **C3.1. PRESS CONFERENCES** | The 6th Press Conference at the Danube Delta will be organised to support extroversion of the Project, into the international market; stakeholder participation and training. | Press Conference in Danube Delta - the event will be organised and hosted in Danube Delta, Tulcea in the frame of 1 (one) day and it’s expected to be attended by local, regional and national jounalists.  The Pres Conference is going to be organized during the ICC Rovin Fair. | Jurnalists | The 6th Press Conference in Danube Delta | 10th June 2023 |
| **D.C.3.5 INTERNATIONAL CONFERENCE** | Project's International Conference will be organised in Tulcea for raising stakeholders and public awareness. ACADEMIC COMMUNITY will also participate to the International Conference. The Project’s International Conference, realizes a goal-driven strategy to inform stakeholders, media and the general public equally representing the 3 spheres of governance, civil society and economy: national, regional and local authorities, policy makers and public sector representatives, the private sector (Chambers of Industry & Commerce, SMEs, Local Action Groups including local cultural operators and tourism gen- erators, public-private partnerships), the international academic community the press, young audiences and the general public in the Cooperation Area. | International Conference in Danube Delta - the event will be organised and hosted in Danube Delta, Tulcea in the frame of 2 (two) days and it’s expected to be attended by 120 participants from international academic community, stakeholders, journalists, general public.  Day 0 - Arrival of the participants  Travel and accodation  Welcome reception - hotel Delta  **Day 1 - 08.06.2023**  1 Hall rental (at least 3 Conference rooms for parallel Session Presentation.  2 Photographer/Camera man  3 Key speakers (60 key speakers)  4 Registration services  5 Posters, Banners, Badges  6 Visibility kit for 120 participants  7 "Elsevier publications (eqivalent)  8 Book of abstracts  9 Lunch  10 2 coffee breaks  11 Paper equipment presentation  12 Dinner  13 Digital Agenda  14 The conference website  **Day 2 – 09.06.2023**  1 Hall rental ((at least 3 Conference rooms for parallel Session Presentation.)  2 Photographer/Camera man  3 Key speakers  4 Registration services  5 Lunch  6 2 coffee breaks  7 Paper equipment presentation  8 Gala dinner | 3 hall rental\*2days;  60 Key speakers (accommodation)\*4 nights  4 coffee becks  2 lunches  1 welcome diner  1 Diner  1 Festive diner  Registration services\*2days  Photographer/Cameraman \*2 day  Website - 1  Published in an accredited Publishing House  Book of abstracts - 1  Paper presentation equipment \*2 days  120 visibility kit  3 banners, 3 posters, 120 badges  Civil insurance | 1 International Conference | 8th and 9th of June 2023 |
| **D.T4.4.1 THE HERIPRENEURSHIP ROVING FAIR FOR CULTURAL AND CREATIVE INDUSTRIES IN THE BLACK SEA BASIN** | The ROVING FAIR for the CCI in the BSB is a Project-driven institution, to embed art and technologies into the tourism product and encourage young professionals develop an interest for the CCI building a link between the arts, culture and tourism.  Acknowledging the fact that young people need a different approach to engage their interest in heritage, The ROVING FAIR in the CCI (Act.6.4) is tailored to capture the skills of young professionals active in the CCI and create synergies in tourism for a new place-driven cultural heritage product (Act. 6.4). the FAIR becomes a platform to express their voices and extrovert their businesses. Young professionals in the CCI (advertising, fashion, textiles, film/TV/AV/Radio, Photography & Graphic Design, Publishing, Animation/Interactive Media, Computer Games, Software, Corporate Production/Post Production &Visual Special Effects, Craft, Design, Literature, Music, Performing/Visual Arts and Architecture) are being involved in a way that gives them a voice and a platform for their skills. Supported by their memberships in the CB TOURISM BUSINESS NETWORK, young people professionals in the CCI, are expected to change the landscape of heritage work across the Project Area.  The FAIR is will produce new forms of socio-economic innovation and creativity and will recruit and retain talents becoming a young researchers’ incubator and skills generator in the Project Area. | Roving Fair in Danube Delta - the event will be organised and hosted in Danube Delta, Tulcea in the frame of 1 (one) day and it’s expected to be attended by 120 participants. The participants from the International Conference also attend the ICC Roving Fair.  1 Hall rental  2 AV experts  3 Equipment rental  4 Secretarial assistance  5 Lunch  6 2 coffee breaks  7 Dinner  8 "Multi-vision projection ( equipment rental and operation)" | Hall rental  AV experts  Equipment rental  Secretarial assistance  Lunch  2 coffee breaks  Dinner  Multi-vision projection( equipment rental and operation)" | 1 ICC Roving Fair | 10th June 2023 |

## The deliverables delivery time may may be updated periodically, only with the prior consent of the Beneficiary and / or at the request of the Beneficiary.

## Project management

### Responsible body

DBSUF - non-profit organization and a professional training provider in the field of tourism, located in Venus - Calipso Complex, Mangalia, Constanta County, bd. Nicolaie Iorga, 38, [(+40) 740](mailto:(+40)%20740)047101, [info@fudmn.ro](mailto:info@fudmn.ro)

### Management structure

The **Contracting Authority** will designate a representative of the institution in charge with the communication and approval of the deliverables submitted by the Contractor.

For the day-to-day activity within the Contract, **the Contractor** will assign 1 Expert as **Team Leader**.

Civil servants or other staff of the public administration of the partner country, or of international / regional organisations based in the country, regardless of their administrative situation, must only be accepted by the European Commission if well justified.

The tenderer must in its offer include information on the added value the expert will bring, as well as proof that the expert is seconded or on leave on personal ground (PRAG 2020, Section 3.4.10.3 Evaluation of offers, Part 2: Technical acceptance).

The daily activity will take place according to the provisions of the Contract and Action Plan agreed with the Contracting Authority and discribed in the Methodology & Organisation.

All decisions related to the Contract will be taken by the legal representatives.

### Facilities to be provided by the contracting authority and/or other parties

The Contractor has to ensure all the needed resources (endowment, logistic, HR, financial etc.) for completing the Service Contract.

# LOGISTICS AND TIMING

## Location

The activities undertaken by the Contractor will take place in Tulcea and in Danube Delta Reservation. Experts are expected to travel in the target area as necessary (travel expenses will be covered by the Contractor).

## Start date & period of implementation of tasks

The intended start date is 17.04.2023 and the period of implementation of the contract will be 30.06.2023, with the possibility of extension, without additional charges. Please see Articles 19.1 and 19.2 of the special conditions for the actual start date and period of implementation.

# REQUIREMENTS

## Staff

Note that civil servants and other staff of the public administration of the partner country, or of international/regional organisations based in the country, shall only be approved to work as experts if well justified. The justification should be submitted with the tender and shall include information on the added value the expert will bring as well as proof that the expert is seconded or on personal leave.

### Key experts

All experts who have a crucial role in implementing the contract are referred to as key experts. The profiles of the key experts for this contract are as follows:

**Key expert 1: Team leader**

Qualifications and skills

The Contractor will assign a person, who works for and in the name of the institution, who will be the Team Leader, and who will coordinate the activity of the events and will be responsible for the implementation of the service contract concluded between DBSUF and the Contractor.

The Team Leader will be a key expert.

Qualifications and skills:

* university degree (communication and public relations, law, regional development, economics, tourism) proved with diplomas, certificates or equivalent;
* fluent in spoken and written English and Romanian;
* ability to efficiently operate the computer: texts editing, excel calculation, PowerPoint presentation, internet browser;
* good communication and organizational skills;

General professional experience

* minimum 5 years of experience in the management and/or implementation of tourism related projects, or any other project involving development tourism, economy, or specific industries;

All experts must be independent and free from conflicts of interest in the responsibilities they take on.

### Other experts, support staff & backstopping

**CVs for experts other than the key experts should not be submitted in the tender but the tenderer will have to demonstrate in their offer that they have access to experts with the required profiles**. The contractor shall select and hire other experts as required according to the needs. The selection procedures used by the contractor to select these other experts shall be transparent, and shall be based on pre-defined criteria, including professional qualifications, language skills and work experience.

The costs for backstopping and support staff, as needed, are considered to be included in the tenderer's financial offer.

## Office accommodation

Office accommodation for each expert working on the contract is to be provided by the Contractor.

## Facilities to be provided by the contractor

The contractor shall ensure that experts are adequately supported and equipped. In particular it must ensure that there is sufficient administrative, secretarial and interpreting provision to enable experts to concentrate on their primary responsibilities. It must also transfer funds as necessary to support their work under the contract and to ensure that its employees are paid regularly and in a timely fashion.

## Equipment

No equipment is to be purchased on behalf of the contracting authority as part of this service contract or transferred to the contracting authority at the end of this contract. Any equipment related to this contract which is to be acquired by the Contractor must be purchased by the Contractor according to necessity.