



REFERENCE N. 01/16/JRDP/CALL

CONTRACTING AUTHORITY: Italian Embassy in Cairo

European Union - Joint Rural Development Programme (hereinafter referred to as the "Programme")

Budget line: ENPI/2013/024-474

EXPRESSION OF INTEREST FOR ASSESSORS AS PER EU PRACTICAL GUIDE

ARTICLE 1 – DESCRIPTION OF THE PROGRAMME

1.1. The EU - Joint Rural Development Programme EU-JRDP (hereinafter referred to as the "Programme") is a rural development intervention under the broader European Neighborhood Programme for Agriculture and Rural Development (ENPARD).

1.2. The aim of the Programme is to strengthen the capacities of rural associations, both farmers and non-farmers, in terms of sustainable management of local resources, especially on the sustainable management of territorial resources under dry-land conditions and thus explore new and innovative solutions for generating income activities through tailored support.

ARTICLE 2 – PURPOSES

2.1. The Italian Embassy in Cairo, with the financial assistance of the European Union, intends to set up a list of assessors to support evaluation committee in the selection of grant beneficiaries as per EU Practical Guide. Please refer to the grant section of the EU Practical Guide (<http://ec.europa.eu/europeaid/prag/document.do?nodeNumber=6>) for further information.

ARTICLE 3 – ACTIVITIES

3.1. The assessors shall evaluate concept notes and full applications (please refer to the following link for further information: <http://ec.europa.eu/europeaid/prag/document.do?nodeNumber=6.5.7.2>) so that the evaluation committee may conduct its deliberations on the basis of their assessment.

3.2. Assessors will work under the supervision of the chairperson of the evaluation committee and will attend meetings as observers to present the results of their assessment and answer to any questions from the evaluation committee members.

ARTICLE 4 – ELIGIBILITY

4.1. Assessors shall be resident either in a Member State of the European Union or in a country covered by the European Neighbourhood and Partnership Instrument (ENPI).

4.2. A minimum of five years' experience in the assessment of applications (in the field of rural development) submitted under EU rules and regulations is required. Expertise will be checked against CV.

ARTICLE 5 – MODALITIES FOR PRESENTATION

5.1. Assessors shall express their interest by submitting the following documents (**no additional documents are requested**):

- a) ANNEX A (Legally Binding Statement)
- b) CV in English – EU format on the following link:
<https://europass.cedefop.europa.eu/en/documents/curriculum-vitae/templates-instructions>
- c) Scanned copy of an identification document

5.2. All documents may be submitted:

- a) by registered mail, private courier service, hand-delivery
At the following address:

Embassy of Italy in Cairo
European Union - Joint Rural Development Programme (EU-JRDP) – Programme
Management Unit
1081, Corniche El Nil St., Garden City, 26th Floor
Cairo - Egypt

Or

- b) by email (PDF FORMAT) at:
tender&call@eu-jrdp.org
c.c.
administration@eu-jrdp.org

5.3. The deadline for the submission is 21st March 2016 as evidenced by the date of dispatch, the postmark or the date of the deposit slip. In the case of hand-delivery or delivery by e-mail, the deadline for submission is at 11.00 am of the same date.

5.4. The outer envelope (or the subject of the email in case of documents sent by e-mail) must bear the following reference: EU-JRDP – EXPRESSION OF INTEREST FOR ASSESSORS AS PER EU PRATICAL GUIDE.

ARTICLE 6 – Entitlements

6.1. The appointed assessor/s will be exclusively entitled to the following **(no fees are paid)**:

- a) Reimbursement of the airplane ticket in economy class;
b) Per-diem for each day requiring an overnight stay as per EU rate¹.

ARTICLE 7 – PERSONAL DATA

7.1. The Contracting Authority will process the personal data provided exclusively for the purposes of this expression of interest.

ARTICLE 8 – ADDITIONAL INFORMATION

8.1. For any further information, please contact the PMU administration at the following contacts:

Email: administration@eu-jrdp.org

¹ For details of the currently applied per diem rate by the EU, kindly visit:
https://ec.europa.eu/europeaid/funding/about-procurement-contracts/procedures-and-practical-guide-prag/diems_en

ANNEX A (Legally Binding Statement)

I, the undersigned _____

- express my interest in the appointment of assessor as per REFERENCE N. 01/16/JRDP/CALL;
- hereby declare that I am not in one of the following situations:
 - a) bankrupt or being wound up, having any affairs administered by the courts, entered into an arrangement with creditors, suspended business activities, subject of proceedings concerning those matters, or any analogous situation arising from a similar procedure provided for in national legislation or regulations;
 - b) convicted of an offence concerning professional conduct by a judgment of a competent authority of an EU Member State country or other countries covered by the European Neighbourhood and Partnership Instrument (ENPI) which has the force of *res judicata*;
 - c) guilty of grave professional misconduct proven by any means which the contracting authorities can justify including by decisions of international organisations;
 - d) not in compliance with all its obligations relating to the payment of social security contributions and the payment of taxes in accordance with the legal provisions of the country in which it is established, with those of the country of the contracting authority and those of the country where the appointment is to be performed;
 - e) subject to a judgement which has the force of *res judicata* for fraud, corruption, involvement in a criminal organisation, money laundering or any other illegal activity, where such activity is detrimental to the Contracting Authority's financial interests;
 - f) subject to an administrative penalty for being guilty of misrepresentation in supplying the information required by the contracting authority as a condition of participation in a procurement procedure or failing to supply this information, or having been declared to be in serious breach of its obligations under contracts covered by the European Union's budget.

- declare that:
 - g) I have no conflict of interest in connection with the call for proposals that will/are launched by the Italian Embassy in Cairo: a conflict of interest could arise in particular as a result of economic interests, political or national affinity, family, emotional life or any other shared interest;
 - h) I will inform the Contracting Authority, without delay, of any situation considered a conflict of interest or which could give rise to a conflict of interest;
 - i) I have not granted and will not grant, have not sought and will not seek, have not attempted and will not attempt to obtain, and have not accepted and will not accept any advantage, financial or in kind, to or from any party whatsoever, where such advantage constitutes an illegal practice or involves corruption, either directly or indirectly, in as much as it is an incentive or reward relating to the award of grant contract(s);
 - j) I have provided accurate, sincere and complete information to the Contracting authority within the context of this procedure;
 - Give unambiguous consent to the use of the personal data for the purposes of this expression of interest (Italian Legislative Decree no. 196/2003);
 - Acknowledge that I may be subject to penal, administrative and financial penalties (as per Article 76 of the Italian Presidential Decree no. 445/2000) if any of the declarations or information provided prove to be false.

Full name

Date

Signature