Network Activities for the Intercultural Cities Programme

**Call for Expression of interest for provision of services**

**Deadline for Submission:**

**10 September 2021**

**at 23:59 Egypt time (GMT +2)**

# Network Activities for the Intercultural Cities Programme

# - Offer Template -

Please fill in this application and submit it to ALF.cities@bibalex.org by the deadline of **10 September 2021 at 23:59 Egypt time (GMT +2). All applications must be submitted either in English or French.**

**PLEASE CAREFULLY READ THE GUIDELINES BEFORE YOU FILL IN THIS APPLICATION**

*All fields are mandatory*

If you have any questions pertaining to this call, please do not hesitate to send an email to [ALF.cities@bibalex.org](mailto:ALF.cities@bibalex.org) by the deadline indicated in the guidelines.

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1. **About the Leader** 2. **Name of your organisation:** 3. **Country of your organisation/ Network:** 4. **Email address:** 5. **Whether Head of Network Institution or a member of the ALF national networks, did you provide similar services in at least one of the following fields: EuroMed cooperation projects, youth participation and virtual exchange in the EuroMed region.**     1. 2 previous experiences    2. 3 previous experiences    3. 5 experiences 6. **What is your potential outreach for virtual activities?**    1. 0-50    2. 51-80    3. 81-100    4. 101-120    5. 121-150    6. 151-200    7. 201-500    8. more than 501    9. We do not know exactly what our virtual outreach can be 7. **Which lot are you applying for:**   a. Lot 1 (National Network Activities)  b. Lot 2 (Cross Network Activities**)**  **SUBMITTED by (i.e. the identity of the tenderer)**   |  |  |  | | --- | --- | --- | |  | **Name(s) and Legal Address of legal entity or entities making this offer** | **Nationality[[1]](#endnote-1)** | | **Leader[[2]](#endnote-2)** |  |  | | **Member of consortium (if applicable)** |  |  | | **Etc.** |  |  |   Name of Legal Representative (person legally authorised to represent the leader organisation in contractual documents):  First name:  Surname:  E-mail 1:  E-mail 2:  Telephone (indicating international prefix): ………......…………………………  Mobile (indicating international prefix):  Title/Role in the organisation: ………………………………………………………………………………………………………………………………    Contact person for this offer (if different from legal representative):  First name:  Surname:  E-mail 1:  E-mail 2:  Telephone (indicating international prefix): ………......…………………………  Mobile (indicating international prefix):  Title/Role in the organisation:  How would you define your organization (Lead Organisation)? Non-Governmental Organization Public Institution  Local / Regional Authority Private Company Public / Private Non-Profit Foundation  Other, please specify ...............................................................................................................  **Whether Head of Network Institution,member or non-member of the ALF national networks, please refer to section 10 of the call and list under this section similar services you have provided under at least 2 contracts, in at least one of the following fields of intercultural dialogue: EuroMed cooperation projects, youth participation and virtual exchange in the EuroMed region in the last 3 calendar years.**  **………………………………………………………………………………………………………………………………………………………………………………………** |

1. **(only if you are applying as a consortium)**

**Role of Organization(s) members of the consortium (please duplicate this section for all members of the consortium):**

Name of the organization:………………………………………………………………………………….............

Network…………………………………………………………………………………….....

**What is the role in the proposed Activity? (maximum 50 words)**

What responsibilities will be carried out by this consortium member in the preparation, in the implementation and in the evaluation of the proposed activity (ies)?

………………………………………………………………………………………………………………………….

1. **Proposed Activity:**
2. **I would like to offer the following Virtual Activity:**

Name of the Activity: …………………………………………………………………………………………………

Nature of Activity (Whether National Network Activity or Cross-Network Activity):

………………………………………………………………………………………………………………………………

Type of activity:

Lectures

Debates

Panels

Exhibitions

Workshops

Conferences

Roundtables

Research Presentations

Cultural Activities

Short movies with discussions

Theatrical Performances

Other: (Please Specify) .............................................................................................................................................................................. .............................................................................................................................................................................

1. **Activity Description:**

Please provide the rationale of your activity (maximum 500 words)

Explain how you will be addressing the objective and results of the call (points 6&7 of the guidelines). Please indicate which theme(s) you are addressing as listed under point 7 of the guidelines

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Please describe your strategy including your communication strategy (pre, during and post) activity. (maximum 500 words)

Please make sure to reflect how the strategy of your activity will contribute to the Intercultural Cities Programme and the broader context of intercultural dialogue. For your communication strategy please detail the specific actions you plan to carry out to ensure visibility of the Activity, the Intercultural Cities Programme and the ALF in general in traditional and social media and to society at large and what tools and resources will be used

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Aim of your National Network/Cross-Network Activity: (maximum 100 words)

Please describe in one sentence the main aim of your activity in line with the specifications set out in the guidelines. Your sentence should be wide enough to embrace the activities planned. It should also be realistic in relation to the target group, as well as to your human resources and financial capacity. Example: Contributing to enhance mutual knowledge and understanding of women vis-à-vis women of other cultural communities in the Mediterranean.

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Specific objectives of your National Network/Cross-Network Activity (max. 2 specific objectives):

Please describe in one sentence the specific objective you are planning to achieve. Please choose a SMART objective (Specific-Measurable-Achievable-Relevant-Time Specific). It should also be realistic in relation to the target group, as well as to your human resources and financial capacity. Example: Reinforcing the exchange between initiatives of women’s participation in local politics throughout the EuroMed region.

Specific objective 1 Description

Specific objective 2 Description

What are the expected results? (max. 2 expected results)

How will the activity have a positive impact and serve the purpose of the call the ALF is launching? Please list at least one expected result. The expected results should realistically indicate how the beneficiaries will benefit from the Activity and must also be linked to the planned activities. Example: The initiatives involved share a common agenda for the incorporation of gender perspective in local policies of intercultural dialogue.

Expected result 1 Description

Expected result 2 Description

When do you plan to implement the Activity?

Start date of the implementation: .../..../.... (dd/mm/yyyy) Please note that implementation cannot start before 1st October 2021

End date of the implementation: …./..../... (dd/mm/yyyy) Please note that implementation cannot end after 31 October 2021

If your activity constitutes several smaller ones (e.g. several online workshops, lectures, etc …) Please list them in the table below providing the needed information:

Activity title Date(s) Description

1.

2.

Etc…

…………………………………………………………………………………………………………………………………………………………………………………………….

Please identify your online platform (e.g. Zoom, Webex, etc…) and tools:

……………………………………………………………………………………………………………………………………………………………………………………………

Which are the target group(s) of the Activity?

……………………………………………………………………………………………………………………………………………………………………………………………

Please describe the profile of the DIRECT beneficiaries of the Activity:

Direct beneficiaries are the groups and persons who are directly taking part in the different steps of the Activity. Please briefly describe their background/context and the criteria for selection (e.g. through a general call for applications/competition, through Network contacts etc.).

…………………………………………………………………………………………………………………………………………………………………………………………

Please describe the profile of the INDIRECT beneficiaries of the Activity:

Indirect beneficiaries are those who will benefit from the activity in the short and long long term at the level of the society or the sector at large (e.g. stakeholders of the organisations involved in the Activity, staff of the organisations involved in the Activity, etc.)

……………………………………………………………………………………………………………………………………………………………………………………………

How will the concerned consortia of national ALF Network (s) benefit from this National Network/Cross-Network Activity? (maximum 250 words)

……………………………………………………………………………………………………………………………………………………………………………………………

Which cultural difference/s and which cultural dialogue/s does this activity address? (maximum 250 words)

…....................................................................................................................................................................................

Beyond the acknowledgement of the cultural differences, does the activity consider any step forward towards, either prevention of conflict or transformation of the situation or living/growing together, etc...: (maximum 250 words)

…...............................................................................................................................................................

How will the activity contribute to the promotion of intercultural dialogue in the Euro-Mediterranean region in the context of the Covid-19 Pandemic: (maximum 250 words)

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1. **Financial offer:**

Total Global price is ....... Euro divided as per the following lump sums for each activity (in case of several activities):

Name of Activity 1 ……………. Lump sum price……Euro

Name of Activity 2 ……………. Lump sum price……Euro

...etc

1. **Declarations:**

1. **Declaration on honour on exclusion criteria**

each legal entity identified under point I.8 of this tender offer, including every consortium member, must sign the below declaration on honour on exclusion criteria:

I declare we do not fall under any of the exclusion criteria listed in section **2.6.10.1.1. of the e-PRAG available of the link:**

<https://ec.europa.eu/europeaid/prag/document.do?nodeNumber=2.6.10.1.1>

Signature of the legal representative of the Lead organisation: ………………………………………

Date: ……………………………………………

Signature of the legal representative of the member(s) of consortium (please repeat as applicable): ………………………

Date: ……………………………………………

2. I declare that the information I have provided within this offer is correct and accurate:

Signature of the legal representative of the Lead organisation: ………………………………………

Date: ……………………………………………

1. Country in which the legal entity is registered. [↑](#endnote-ref-1)
2. Add/delete additional lines for consortium members as appropriate. If this application is submitted by an individual legal entity, the name of that legal entity should be entered as ‘Leader’ (and all other lines should be deleted). Any change in the identity of the Leader and/or any consortium members between the deadline for receipt of offers indicated in the guidelines and the award of the contract is not permitted without the prior written consent of the contracting authority. [↑](#endnote-ref-2)