



## **FAMILY AND CHILDCARE CENTRE**

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**Date: 01-08-2022**

### **SUBJECT:**

**Request for Quotation No.4/2022 - Provision of External Evaluation Services for the Project "Preventing Extremism and radicalisation in YOUTH through Sports (PRECYOUS)", Project No. IPA/2022/434-393**

To Whom It May Concern,

Family and Childcare Centre "KMOP" intends to award a contract for the provision of External Evaluation Services in the context of the European project "Preventing Extremism and radicalisation in YOUTH through Sports (PRECYOUS)", under project No. IPA/2022/434-393).

The evaluation will be conducted in line with the relevant EU standards, aiming to assess the effectiveness, efficiency, relevance, and impact of the project activities and results, particularly within the framework of digital wellbeing.

### **BRIEF DESCRIPTION OF THE PROJECT**

The project "Preventing Extremism and Radicalisation in Youth through Sports (PRECYOUS)" (Project No. IPA/2022/434-393) aims to strengthen the capacity of municipalities and local civil society organisations (CSOs) in North Macedonia, with a particular focus on youth and sports organisations, to prevent and counter violent extremism. The project builds on KMOP's extensive experience in youth empowerment, social inclusion, and preventing radicalisation, as well as the expertise of the co-applicant, the Center for Intercultural Dialogue (CID), in promoting intercultural acceptance, active citizenship, and youth engagement.

The action focuses on municipalities with high social vulnerability, such as Kumanovo and Lipkovo, offering young people with reduced opportunities (especially young women) pathways to become proactive participants in society. Activities include the establishment of Social Action Youth/Sports Hubs (SAYSHs), capacity-building and training for CSOs, collaboration with local authorities, and advocacy initiatives aimed at enhancing social cohesion, youth participation, and policy dialogue. The project also integrates cross-cutting principles, including human rights, gender equality, inclusivity, and environmental responsibility, across all phases of implementation.



### DESCRIPTION OF WORK / ToRs

Task / Responsibility	Description / Deliverables
Development of External Evaluation Plan	Prepare a detailed plan outlining the evaluation methodology, processes, timeline, and Key Performance Indicators (KPIs) to assess project performance.
Quality Assurance & Evaluation Support	Monitor and assess the quality of project activities, outputs, and overall implementation in line with the QAEP developed by the Project Director/Coordinator.
Annual Internal Evaluation Reports	Review project progress annually and produce two internal evaluation reports summarizing findings, lessons learned, and recommendations for improvement.
Final Internal Evaluation Report	Conduct a comprehensive assessment of project outcomes and provide a detailed internal evaluation report at the end of the project.
Final External Evaluation Report	Independently assess the overall effectiveness, efficiency, relevance, and impact of the project; provide recommendations for future interventions and a final external evaluation report.
Ensure Independence of Evaluation	Maintain objectivity and impartiality throughout the evaluation process, in line with EU standards and the project's QAEP.

#### Duration of Services

The provision of the above-mentioned services shall take place during the period **1st September 2022 – 31st August 2025**.

#### Validity of Offers

Submitted offers must remain valid for a minimum period of **60 calendar days** from the submission deadline.

### MINIMUM TECHNICAL REQUIREMENTS

The selected expert will be responsible for the provision of external evaluation services in the context of the PRECYOUS project, including:





- Developing the External Evaluation Plan, detailing evaluation methodology, processes, and KPIs.
- Monitoring and assessing the quality of project activities, outputs, and overall implementation in line with the project's Quality Assurance and Evaluation Plan (QAEP).
- Producing Annual Internal Evaluation Reports and the Final Internal Evaluation Report.
- Conducting the Final External Evaluation and producing the Final External Evaluation Report, assessing the effectiveness, efficiency, relevance, and impact of project activities and results.

Submitted offers will be evaluated based on the following criteria:

- A brief description of the provider/expert, including relevant expertise.
- Confirmation of eligibility to participate.
- Prior experience in external evaluation and/or similar services, preferably in the fields of youth empowerment, sports-based interventions, social inclusion, and EU-funded projects.

If more than one provider meets the above technical standards, the contract will be awarded to the provider offering the most economically advantageous financial offer.

### **FINANCIAL REQUIREMENTS**

Interested providers are kindly requested to submit a financial offer in EUR (excluding VAT) by completing the attached Annex I – Financial Offer Form, which should include the following:

- Total cost for the full assignment (covering the period 01/09/2022 – 31/08/2025)
- Any additional charges, if applicable (please specify clearly)

Please note the following:

- All quoted prices must be final and fixed, and cover all activities, deliverables, and overheads related to the assignment.
- The cost of bid preparation, submission, or negotiations, including any travel or communication expenses, will not be reimbursed and cannot be included in the financial offer.
- The standard payment terms of KMOP are net 30 days from the receipt and acceptance of the final deliverables and upon submission of the relevant invoice.



## REQUEST FOR CLARIFICATIONS

Clarification requests should be sent by email to: [procurement@kmop.org](mailto:procurement@kmop.org)  
Deadline for clarification requests: August 5, 2022, 23:59 (local Greece time).  
Bidders are requested to keep all questions concise.

## SUBMISSION OF OFFERS

Offers should be submitted:

- **By email:** [procurement@kmop.org](mailto:procurement@kmop.org)
- **Or by post:** on the above postal address.

The **subject line / envelope** must clearly state: "PRECIOUS"- External Evaluation Services

**Deadline for submission: August 23, 2025 at 23:59 (local Greece time).**

Late submissions will not be considered.

**Evaluation of offers:** The award criterion will be the most economically advantageous offer, provided the minimum technical requirements are met.

Authorized Representative

"ΚΕΝΤΡΟ ΜΕΡΙΜΝΑΣ  
ΟΙΚΟΓΕΝΕΙΑΣ & ΠΑΙΔΙΟΥ"  
ΣΩΜΑΤΕΙΟ Μ.Κ.Χ.  
ΣΚΟΥΦΑΣ ΑΘΗΝΑ 10680  
ΑΦΜ: 097031808 ΔΟΥ: Δ' ΑΘΗΝΩΝ  
ΤΗΛ: 210 3637547

Dimitrios Nikitas,  
Legal Representative

### **Annexes:**

- ANNEX I: Financial Offer Form
- ANNEX II: Declaration of Eligibility & Compliance



**Annex I - Financial Offer Form**

in the context of the project "Preventing Extremism and radiCalisation in YOUth through Sports (PRECYOUS)", under project No. IPA/2022/434-393).

Description of Services	Unit	Total Cost (EUR, excl. VAT)
Full assignment (01/09/2022 – 31/08/2025)	Lump sum	.....
Additional Costs (if any)	Lump sum	.....

- The above price is **final and fixed**, covering all activities, deliverables, and related expenses.
- This offer remains valid for 60 calendar days from the submission date of the current offer.
- VAT (if applicable): €.....
- **Grand Total (incl. VAT): €.....**

Date:.....

Signature & Stamp: .....





**Annex II – Declaration of Honor**

Subject: Declaration of Honor – Request for Quotation No. 4/2022

I, the undersigned, representing the company/organization ..... (or acting as an independent expert), hereby declare that:

1. The applicant is eligible to participate in the present procedure and is not subject to any grounds of exclusion.
2. The applicant has not been convicted of professional misconduct and is in compliance with tax and social security obligations under applicable laws.
3. The applicant is not in a situation of conflict of interest with respect to this assignment.
4. All information provided in the submitted offer is true, complete, and accurate.
5. The applicant accepts the terms and conditions of the Request for Quotation and commits to deliver the services in accordance with the requirements.

Date: .....

Name of Applicant/Company: .....

Legal Representative (if applicable): .....

Signature & Stamp (if applicable): .....