



Shoqata “European Youth Association”
NIPT L 21711453 N
Tirane

Tirane me, 15.11.2020

Ftese per oferte

Shoqata “European Youth Association” e regjistruar ne Drejtorine Rajonale Tatimore Tirane me **NIPT L 21711453 N** ne kuader te zbatimit te projektit te saj Promoting the Digital Services for Citizens in Elbasan and Durres fton subjektet e interesuar te dergojne oferta lidhur me sherbimet e poshte shenuar per realizimin e projektit .

Nr	Përshkrimi	Ore pune
1	Production of web/ video / audio materials Short clips to be published in social media and online for the e-services offered by postal offices. The clip will be from 5-45 seconds. Resolution of the clips 495x495 up to 1020x1020. The clip must be associated with sounds.	250
2	Online - Social Media Coverage Creating Social website content publishing posts during the day with the elements of point 1. The social media channels are Facebook and Instagram.	120
3	Design of campaign Creating the images of the project Brand Identity of the project Creating Posters and Banners for social media usage . Creating Poster and Banners for print usage Poster A3 and A2 Banners 2 x 0.6 meters.	N/A



Te gjitha ofertat duhet te dergohen me poste ne zyren qendrore ne adresen Rruga Luigi Gurakuqi , Pallati 89 Shkalla A , Ap. 33 , Tirane, Shqiperi deri ne daten 10.12.2020 ora 12.00






Shoqata "European Youth Association"
NIPT L 21711453 N
Tirane

Tirana 15.11.2020

Call for offers

The "European Youth Association" registered in the Regional Tax Directorate of Tirana with NIPT L 21711453 N in the framework of the implementation of its project Promoting the Digital Services for Citizens in Elbasan and Durres invites interested entities to send bids regarding the following services listed on project implementation.

No	Description	Working Hours
1	Production of web/ video / audio materials Short clips to be published in social media and online for the e-services offered by postal offices. The clip will be from 5-45 seconds. Resolution of the clips 495x495 up to 1020x1020. The clip must be associated with sounds.	250
2	Online - Social Media Coverage Creating Social website content publishing posts during the day with the elements of point 1. The social media channels are Facebook and Instagram.	120
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All bids must be sent by post to the head office at the address Rruga Luigi Gurakuqi, Building 89 Degree A, Ap. 33, Tiranë, Albania until 10.12.2020 at 12.00

I- Exclusion criteria applicable for participation in procurement procedures:

Candidates, tenderers or applicants will be excluded from participation in the procurement procedures if:

- (a) they are bankrupt or being wound up, are having their affairs administered by the courts, have entered into an arrangement with creditors, have suspended business activities, are the subject of proceedings concerning those matters, or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations;
- (b) they, or persons having powers of representation, decision making or control over them, have been convicted of an offence concerning their professional conduct by a judgment of a competent authority of a Member State which has the force of *res judicata*; (i.e. against which no appeal is possible);
- (c) they have been guilty of grave professional misconduct proven by any means which the Contracting Authority can justify, including by decisions of the European Investment Bank and international organisations;
- (d) they are not in compliance with their obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which they are established or with those of the country of the Contracting Authority or those of the country where the contract is to be performed;
- (e) they, or persons having powers of representation, decision making or control over them, have been the subject of a judgment which has the force of *res judicata* for fraud, corruption, involvement in a criminal organisation, money laundering or any other illegal activity, where such an illegal activity is detrimental to the EU's financial interests;
- (f) they are currently subject to an administrative penalty referred to in Article 109(1) of the EU Financial Regulation (for programmes funded by the EU budget and the 11th EDF) and in Article 99 of the 10th EDF Financial Regulation (for programmes funded by the 10th EDF).



The cases referred to in point (e) are the following:

- 1) cases of fraud as referred to in Article 1 of the Convention on the protection of the European Communities' financial interests drawn up by the Council Act of 26 July 1995;
- 2) cases of corruption as referred to in Article 3 of the Convention on the fight against corruption involving officials of the European Communities or officials of Member States of the European Union, drawn up by the Council Act of 26 May 1997;
- 3) cases of involvement in a criminal organisation, as defined in Article 2 of Council Framework Decision 2008/841/JHA
- 4) cases of money laundering as defined in Article 1 of Directive 2005/60/EC of the European Parliament and the Council;
- 5) cases of terrorist offences, offences linked to terrorist activities, and inciting, aiding, abetting or attempting to commit such offences, as defined in Articles 1, 3 and 4 of Council Framework Decision 2002/475/JHA

II- Exclusion criteria applicable during the procurement procedures

Contracts may not be awarded to candidates, applicants or tenderers who, during the procurement procedures:

- a) are subject to a conflict of interest;
- b) are guilty of misrepresentation in supplying the information required by the Contracting Authority as a condition of participation in the contract procedure or fail to supply this information;
- c) find themselves in one of the exclusion situations for this procurement procedure. Candidates, tenderers or applicants other than those in a restricted procedure, negotiated procedure or competitive dialogue, must sign a declaration together with their applications, certifying that the entity does not fall into any of the exclusion situations cited under points I and II.

Information on the ownership/management, control and power of representation of the entity and a certification that they do not fall into the relevant exclusion situations must be provided where specifically requested by the Contracting Authority. This may be the case where there are doubts about the personal situation and in consideration of the national legislation of the country in which the tenderer, candidate or applicant is established.

However, for procurement contracts with a value of EUR 20 000 or less, the Contracting Authority may refrain from requiring a declaration depending on its risk assessment.

Following the notification of award, tenderer(s) to which the contract is to be awarded (including consortium members), must supply evidence that they do not fall into the



exclusion situations, unless such evidence has already been submitted earlier in the procedure. The CA might waive this requirement in the case of lower value tender, upon its judgement.

As satisfactory evidence that the candidate, tenderer or applicant is not in one of the situations described in:

- (a), (b) or (e) of point I (Exclusion criteria applicable for participation in procurement procedures), the Contracting Authority will accept a recent extract from the judicial record or, failing that, a recent equivalent document issued by a judicial or administrative authority in the country of origin or provenance showing that the requirements are satisfied. For (d), the Contracting Authority will accept a recent certificate issued by the competent authority of the State concerned. Where no such document or certificate is issued in the country concerned¹⁷ and for the other exclusion criteria listed in point I, it may be replaced by a sworn/solemn statement made before a judicial or administrative authority, a notary or a qualified professional body in the country of origin or provenance.

Whenever one candidate, tenderer or applicant, due to its nature or the legal provisions for the given issue in the state where it is registered (for instance, national public administrations and international organisations), cannot fall into some of the categories above and/or cannot provide the documents indicated above, a simple declaration explaining their situation will suffice.