



**TOR
APPLICATION FORM**

Call for a Service provider to support of preparing the final report

(GREENLAND project ENI CBC MED)

Project Specific objectives:

SO1 is to increase the employability of NEETs (up to 30 y.o.) and women (all ages) by providing these target groups with marketable skills and qualifications to prepare them for skill-based occupations, piloted within Green and Circular Economy (GaCE) sectors, and reduce skill mismatches.

SO2 is to promote connections between TVETs, Public institutions (i.e., Labour agencies and RLAs), Social inclusion actors and SMEs operating in the GaCE sectors with the final aim of increasing the number of networks and actions supporting women and youth employment and fostering Policy innovations.

SO3 is to provide innovative approaches to activities such as skills assessment, data profiling, training, coaching, tutorial-based career guidance with e-tools and colloquia on-site that will improve access to job placement and TVET programs targeting NEETs and Women interested in the GaCE sectors.

Service provider Task

- 1) Review all expenses in the previous years from 16/10/2020 to 15/10/2023.
- 2) The service provider will start its work on June 15th, 2023, and end by October 1st 2023
- 3) Prepare the final report documents including the Co-finance and calculate the actual administrative cost.
- 4) Prepare the final payment based on the final balance.
- 5) Prepare any claims linked to resubmitted expenses.
- 6) Review all supporting documents linked to all cost categories.

To Dr. Mahmoud Abd ElRaouf

Email: (m_abdelraouf85@aast.edu)

Section 1: Service Provider information

1)	Applicant's name:	
2)	Date of registration:	
3)	Address:	
4)	Telephone number:	
5)	E-mail:	
6)	Contact person:	

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7)	List of previous experiences related to the scope of the TOR:
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Section 2: Service Provider Experience

Declaration on the required selection criteria: I declare to:

i. Will you apply as an individual or through Company

ii. Have experience in the field indicated in this application form for years.

iii. The amount of money required to organize this workshop including all required tasks mentioned in this application form: Euros.

Declaration of non-conflict of interest:

I declare that I am not in a position of conflict of interest with respect to the activity subject to the expression of interest.

I authorize the use of my personal data in compliance with the rules established by EU Regulation 2016 / n. 679.

* Please send the individual or company's profile with this application form to **Dr. Mahmoud Abd ElRaouf** (m_abdelraouf85@aast.edu).

* The deadline for send the application form is **07th MAY 2023**

Date:

Name:

Signature: