

## Roma Integration

Reference number: 005-021

Terms of Reference:	<b>Roma Integration: Research on combating institutional antigypsyism in the EU enlargement region (Albania, Bosnia and Herzegovina, Kosovo*<sup>1</sup>, Montenegro, Republic of North Macedonia, Serbia, Turkey)</b>
Contracting Authority:	Regional Cooperation Council Secretariat
RCC Department:	Roma Integration Action Team
Reporting to:	Roma Integration Action Team Leader
Application Deadline:	05 February 2021
Timeframe:	12 February 2021 – 31 May 2021
Duration:	(15 days per economy)
Number of posts:	Total 1 consultancy
Reference Number:	005-021
Eligible:	Consulting companies and other legal entities /individual consultants or individual consultants within bidding consortia, civil society organisations

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<sup>1</sup> This designation is without prejudice to positions on status, and is in line with UNSC 1244 and the ICJ Opinion on the Kosovo Declaration of Independence.

## BACKGROUND

### Purpose

The purpose of this consultancy is to assist the decision makers to translate the recognition of antigypsyism into effective action as a cross-cutting priority in each policy area: education, employment, housing and health, but also in other areas of everyday life such as media, complementing the inclusion approach, as a norm to overcoming it.

The EU enlargement region and the perspective governments should develop strong national Roma strategic framework, make long-term commitment, monitor the progress and work hand in hand with the EU institutions on Roma equality, inclusion and participation.

The research should examine the ways in which policies can combat antigypsyism in the EU enlargement region, with reference to providing institutional responses against racism, discrimination and exclusion of Roma citizens.

Antigypsyism is a form of specific racism towards Roma and has deep historical roots in our societies. Historical segregation policies have similarly isolated Roma communities from economic opportunities in many places and continue to affect the livelihoods of these communities. These include segregation of Roma children in education, spatial segregation of Roma communities and forced evictions and expulsions from the territory, public (media) hate speech that target Roma directly and explicitly, violence and hate crime, institutional discrimination and ignorance, etc.

The attitude to social inclusion of Roma is not very favourable in the EU enlargement region. Employment measures for Roma have the lowest support in the region. Many do not want to work with Roma, have Roma as a neighbour, or to rent a flat to Roma; would not be comfortable with marrying, or having their children marry a Roma, or even have children studying with Roma.

Therefore the Poznan Declaration as part of the EU acquis and the new EU Roma Strategic Framework places the fight against antigypsyism and non-discrimination as central pillars.

It is necessary that governments develop, complement the existing, implement and monitor measures and policies to combat antigypsyism in line with the commitments taken and presented in these two very important documents that are guiding the European perspective through fulfilling certain benchmarks towards Roma integration, in line with the relevant regional and international norms and standards.

In 2019, at the Poznan Summit, the leaders of the Western Balkans adopted a Declaration of Western Balkans Partners on Roma Integration within the EU Enlargement Process (Poznan Declaration), pledging, among others, the following:

*Non-discrimination: Strengthen the government structures to protect against discrimination and establish a specific sub-division for non-discrimination of Roma within the formal non-discrimination bodies to process complaints by Roma, provide legal support to alleged victims and identify discrimination schemes, including institutional and hidden discrimination.*

On 7 October 2020, the European Commission issued a reinforced and reformed EU Roma Strategic Framework, which sets out a comprehensive three-pillar approach to achieve a faster progress in the overall integration of Roma in the areas of education, health, employment, and housing. This approach complements the socio-economic inclusion of marginalised Roma with fostering equality and promoting participation throughout a number of targets on minimum progress to be achieved by 2030.

The new framework guides and defines policies for Roma inclusion and participation of the EU member states and the EU enlargement economies based on the findings from the evaluation of the previous framework and takes an intersectional approach, sensitive to the combination of ethnicity with other aspects of identity and the ways in which such intersections contribute to unique experiences of discrimination.

Besides recognising antigypsyism, hate crime and hate speech, discrimination towards Roma, the EU sets these horizontal objectives as key target to fight social exclusion of Roma people as most vulnerable and exposed group to discrimination in the society.

This EU Roma Strategic Framework also contributes to several other initiatives. It is a direct contribution to implementing the EU Anti-racism Action Plan, the European Pillar of Social Rights and to the achievement of the UN Agenda 2030 and the Sustainable Development Goals.

### **Background Information**

The Roma Integration 2020 action is implemented by the Regional Cooperation Council's (RCC) Roma Integration Action Team. It is funded by the European Union and the Open Society Foundations. The action is in line with the EU Framework for National Roma Integration Strategies and the EU enlargement process.

The overall objective of the Roma Integration action is to contribute to reducing the socio-economic gap between the Roma<sup>2</sup> and non-Roma population in the Western Balkans and Turkey in the areas of employment and housing, as well as education, health and civil registration. Specifically, the action supports the governments in the region to increase the implementation rate and budgetary allocations for Roma integration policies, through:

- direct support and technical assistance to the governments to advance existing institutional and policy framework and mechanisms for Roma integration, including promotion of proper budgeting, monitoring and reporting;
- annual assistance to reporting and review of reports in line with the EU reporting;
- direct support and technical assistance to the governments for mainstreaming Roma integration into relevant sectoral policies and reforms, and implementation of effective measures, particularly in employment and housing;
- National Platforms on Roma integration issues;
- regional fact-finding analyses and informed regional discussions through conferences for exchange of knowledge and regional standard setting;
- participation and input at EU level processes related to Roma issues;
- mainstreaming Roma issues within the core work of RCC;
- media dissemination activities challenging negative narratives on Roma integration, as well as action's visibility activities;
- regular high level / task force discussions on Roma issues at regional level.

The consultant's assignment fits in the overall Roma Integration 2020 action and shall be guided by the Roma Integration Action Team.

## **I. DESCRIPTION OF RESPONSIBILITIES**

### **Objectives and scope of the assignment**

The research should provide an in-depth understanding of institutionalised manifestations of antigypsyism in the Western Balkans and Turkey and explore ways in which they could be combatted through the identification of: existing legislation, gaps and promising practices or experiences. It is expected that the assignment will produce a set of policy recommendations for the relevant policy makers including central and local institutions and actors to:

- Combat antigypsyism and discrimination toward Roma
- Develop strong national Roma strategic framework
- Comply with the EU enlargement policy
- Contribute to the achievement of non-discrimination set out in the Poznan Declaration.

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<sup>2</sup> The term "Roma" within the action is used in line with the EU terminology, as an umbrella term which includes groups of people who have more or less similar cultural characteristics, such as Roma, Ashkali, Egyptians, Dom, Lom, Sinti, Travellers, Kalé, Gens du voyage, etc., whether sedentary or not.

Leading questions for the research should be:

- What are the existing legal frameworks and national, international and regional institutional setups; the prevailing normative approaches to antigypsyism and the bottlenecks which if improved would speed up the achievement of other policy effort and the gaps in the current policies?
- What can be a promising practice or experience, institutional response to combating institutional antigypsyism?
- What are the capacities of the political actors, law enforcement officials, public servants, who are in direct contact with Roma citizens?
- How can the governments more effectively collect data and monitor antigypsyism, investigate the causes, manifestations and effects of antigypsyism?

The focus of the research is on the areas of **education, employment, housing and health but also other areas of everyday life such as media.**

The research results should directly contribute to the development and implementation of the national Roma strategic frameworks, action plans and monitoring report, and also to the progress monitoring of non-discrimination pledge of the Poznan Declaration that incorporates progress in all other pledges by areas. The research should assess the overall progress of the seven enlargement economies towards the EU membership, which includes the progress on Roma inclusion.

### **Methodology**

(The methodology can guide but not limit the work of the consultant/s and the scope of the assignment).

The assignment requires broad consultations with the EU enlargement region and the EU member state stakeholders on what works and what does not work in the attempt to address institutional forms of antigypsyism and on the institutional responses and practices.

Data can be gathered from desk research, interviews, online surveys, focus group discussions, policy meetings, etc.

#### *Desk research*

The desk research can include an examination of current European and economy-specific laws, bylaws, policies, action plans, existing recommendations for improvement and non-discrimination in the areas of education, employment, housing, health, media and other crosscutting areas, academic knowledge, the EU Framework and national Roma strategies, FRA surveys, etc.

#### *Interviews*

The interviews can be conducted with representatives of the relevant services and Directorates-General of the European Commission (EC), national and local policy-makers, including the equality bodies and ministries of justice, the National Roma Contact Points (NRCs), the Ombudsman, the human rights networks and civil society organisations, the Roma NGOs, law enforcement experts, etc.

#### *Identifying promising practices*

In this part the consultant/s should identify mainly national and institutional responses and examples of actions and programmes in the seven EU enlargement economies but also from the Member States (combating antigypsyism is envisaged in the national Roma strategic frameworks for both regions). For the enlargement region the subject is quite new and has yet to be introduced while the member states already have institutional responses and examples of actions and programmes that can be identified and possibly transferred in the enlargement region. This should be carefully examined due to the different national contexts and the possible recommendations will require further impact assessment.

Examples of institutional responses to antigypsyism: setting up dedicated bodies; access to justice and effective remedies, specific measures and complaint mechanisms, educational and practical work with public servants and Roma communities, media and public debate, effective application of media laws and journalism codes of ethics to address cases of antigypsyism, etc.).

### *Identifying bottlenecks and gaps*

In addition to identifying the gaps and bottlenecks in the policies (including failure to fund Roma inclusion projects) and the institutional setup, this part of the assignment should provide recommendation for potential and effective change that includes work with public servants too (policy recommendations, recommendations for modifying or introducing new legal frameworks, establishing legal platforms that will abide by rules and meet standards, create a network effect for the community, produce materials and offer training for public servants, etc.).

### *Working group*

It could be organised at least as one validation meeting with relevant stakeholders to present draft solutions and assess their feasibility.

### *Report*

The template for the report can be chosen freely but the content will be subject to approval by the Roma Integration Team. The content is to include, but not be limited to:

1. Identified European and economy-specific legal frameworks in the areas of education, employment, housing, health, media and other crosscutting areas.
2. Identified bottlenecks and gaps in the current policies and institutional setup.
3. Identified promising practices or experiences in combating institutional forms of antigypsyism.
4. Recommendations for monitoring racist, exclusionary and discriminatory treatment, attitudes and policies/practices towards the Roma in the areas of education, employment, housing and health but in other life spheres also (civil registration and Roma inclusion funding projects).
5. Recommendations for media legislation, programmes and actions; indicators for monitoring and actions for combating public hate speech in traditional, online and social media.
6. The final report should clearly define recommendations to the EU enlargement governments to combat antigypsyism - racism and racial discrimination, hate crime, hate speech, segregation, stereotypes, acts of discrimination and accordingly identify and where needed propose actions and measures for prevention.
7. The report should connect the actual outputs of seven EU enlargement economies and their legislation with the EU legislation, with focus on a more robust application of the EU rule of law and fundamental rights for combating antigypsyism and its monitoring.

### **Tasks**

The consultant/s will work in close cooperation with the RCC Roma Integration Action Team to:

- Develop a comprehensive methodology and share with the RCC Roma Integration Team a list of documents that are planned to be analysed, questioners, list of interviewers, list of participants for the working group, etc.
- Assess the data collection
- Compile a report that comprises the seven EU enlargement economies, consisting of information for the given targets and recommendations for each area of interest
- Set a working group to discuss the draft of the research report and preliminary recommendations
- Organise at least one validation meeting with relevant stakeholders to present draft solutions and assess their feasibility
- Attend the high-level discussion meeting

- Present the report when agreed with the RCC Roma Integration Team (validation and high-level meeting).

Examples that aim only to help the consultant/s to set outputs for a given area and are not limited for expanding the content of the report.

### **Education:**

Identified actions that can be sanctioned as an act of antigypsyism;

Identified legislation and political measures that prevents segregation at schools;

Identified institutions, bodies, committees, authorities that work on prevention of antigypsyism;

Identified institutional gaps and systemic deficiencies in the treatment of Roma (for example, lack of success to prevent and withdraw stereotypical content in the school textbooks);

Identified promising initiatives aimed at combating institutional forms of antigypsyism in education.

Proposed measures for preventing and combating stereotypes, prejudice, harassment, violence inflicted on Roma pupils at schools;

Proposed trainings in equality, participation and inclusion of Roma children and parents for teaching staff;

Proposed good practises/projects for teaching on the Roma genocide in school curricula;

Proposed measures (according to legal frameworks and existing good practices) to prevent early school leaving and increase preschool education attendance;

Proposed measures and identified good practices coming from learning about Roma language, culture and history;

Proposed recommendation to ensure better accountability and monitoring of effective investigation of crimes perpetrated against Roma children and parents;

Set of policy recommendations for national policy-makers to effectively combat antigypsyism in the area of education.

### **Employment:**

Identified actions that can be sanctioned as an act of antigypsyism;

Identified national legislation that provides protection against discrimination in employment;

Identified institutions, bodies, committees, authorities that work on prevention of antigypsyism;

Identified institutional gaps and systemic deficiencies in the treatment of Roma (for example, lack of success to promote Roma employment at all levels of the public sector);

Identified and proposed measures for protecting Roma suffering from discrimination in employment to assert their rights before appropriate institutions, administrative bodies, etc.;

Identified promising initiatives aimed at combating institutional forms of antigypsyism in employment;

Proposed adequate training for civil servants, especially at employment centres;

Proposed measures for creating safe, health protected and dignified work environment (example: undeclared workers such as waste collectors);

Proposed good practices of awareness rising in the private and public sectors in order to make the relevant legislation known and to improve its implementation;

Proposed national, regional and local institutional responses to combat antigypsyism in the area of employment (initiatives for setting up dedicated bodies, commissions, etc.);

Proposed access to justice and effective remedies, specific measures and complaint mechanisms to be taken both by local and national authorities and civil society;

Proposed recommendation to ensure better accountability and monitoring of effective investigation of crimes perpetrated against Roma in the area of employment;

Set of policy recommendations for national policy-makers to effectively combat antigypsyism in the area of employment.

### **Housing:**

Identified actions that can be sanctioned as an act of antigypsyism;

Identified national legislation that provides protection against discrimination in housing;

Identified institutions, bodies, committees, authorities that work on prevention of antigypsyism;

Identified institutional gaps and systemic deficiencies in the treatment of Roma (for example, segregation, limited access to basic utilities, evictions, legalisation, etc.);

Identified promising initiatives aimed at combating institutional forms of antigypsyism in housing;

Identified and proposed legal remedies for prevention of forced segregation and eviction in respect of housing;

Proposed adequate training for civil servants, especially for local level administration;

Proposed EU, national, regional and local institutional responses to combat antigypsyism in the area of housing (initiatives for setting up dedicated bodies, commissions, etc.);

Proposed access to justice and effective remedies, specific measures and complaint mechanisms to be taken both by local and national authorities and civil society;

Identified and proposed coexistence and mutual understanding between persons from different cultures in places where Roma and non-Roma live;

Set of policy recommendations for national policy-makers to effectively combat antigypsyism in the area of housing.

### **Health:**

Identified actions that can be sanctioned as an act of antigypsyism;

Identified national legislation that provides protection against discrimination in health;

Identified institutions, bodies, committees, authorities that work on prevention of antigypsyism;

Identified institutional gaps and systemic deficiencies in the treatment of Roma (unequal access to quality health care, discrimination and violence in public health institutions, segregation in hospitals and in particular in maternity wards);

Proposed adequate training to management and medical staff;

Proposed measures for access to health insurance for all Roma;

Proposed access to justice and effective remedies, special measures and complaint mechanisms to be taken both by local and national authorities and civil society;

Set of policy recommendations for national policy-makers to effectively combat antigypsyism in the area of housing.

### **Media:**

Identified actions that can be sanctioned as an act of antigypsyism;

Identified national legislation that provides protection against discrimination in health;

Identified institutions, bodies, committees, authorities that work on prevention of antigypsyism;

Identified institutional gaps and systemic deficiencies in the treatment of Roma (presentation of information that conveys prejudice, danger, hate speech, discriminates or calls for violence against Roma);

Proposed recommendations for encouraging the media not to mention the ethnic origin of a person when it is not essential for a good understanding of events;

Proposed recommendations for encouraging positive narratives;

Proposed trainings for professional bodies of the media to offer journalists specific training on questions relating to Roma and antigypsyism;

Proposed indicators and actions for monitoring antigypsyism in media;

Proposed access to justice and effective remedies, specific measures and complaint mechanisms to be taken both by local and national authorities and civil society;

Set of policy recommendations for national policy-makers to effectively combat antigypsyism in the area of housing.

### **Deliverables**

- Developed comprehensive in-depth report on combating antigypsyism consisting of the outputs from the above executed tasks. Final draft should take into account the received feedback.
- Organised validation meeting with relevant stakeholders to present draft solutions and assess their feasibility.
- Consultant's assignment report.

### **Lines of Communication and Reporting**

The consultant/s will submit all reports and timesheets in English language to the Roma Integration Action Team for review and approval of deliverables. The consultants will work closely with the Action Team, which shall provide guidance to efficiently conduct the work and approve deliverables including with the support of the expert advisory/reference group.

The Action Team shall also ensure the required communication of the consultant/s with National Roma Contact Points and other designated officials.

### **Timeframe**

**The deadline for submission of applications is 5<sup>th</sup> February 2021.**

The Roma Integration 2020 Action Team will engage 1 consultant in the period from 12 February 2021 to 31 May 2021, for 15 days per economy.

## **PROFILE AND COMPETENCIES**

### **Qualifications**

Education:	Advanced degree in law, public administration, social sciences, human rights, or other areas directly related to the subject of work.
Experience:	Minimum of 7 years of relevant experience; Proven record of theoretical knowledge, practical experience and expertise in preparing legislative texts, preferably in the areas of antidiscrimination and rule of law; Previous experience of working in the enlargement region and in-depth knowledge of the legislation of the economies, particularly in the areas of Roma integration and antidiscrimination; Knowledge and work experience related to Roma and other vulnerable groups is an asset;

	<p>Proven communication, monitoring and reporting skills and ability to work in an environment requiring liaison and collaboration with multiple actors including government representatives, international organisations, civil society institutions and other stakeholders;</p> <p>Proven writing abilities, particularly of legal texts, argumentation and negotiation skills;</p> <p>Belonging to a disadvantaged group, primarily Roma, shall be considered an advantage.</p>
Language requirements:	<p>Fluency in English, as the official language of the RCC.</p> <p>Knowledge of Romani will be considered an advantage.</p>
Other:	Familiar with MS Office applications.

### **Core Values**

- Demonstrates integrity and fairness by modelling RCC values and ethical standards;
- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability.

### **Core Competencies**

- Demonstrates professional competence to meet responsibilities and post requirements and is conscientious and efficient in meeting commitments, observing deadlines and achieving results;
- Result-oriented; plans and produces quality results to meet the set goals, generates innovative and practical solutions to challenging situations;
- Communication: Excellent communication skills, including the ability to convey complex concepts and recommendations clearly;
- Team work: Ability to interact, establish and maintain effective working relations in a culturally diverse team;
- Ability to establish and maintain productive partnerships with regional and national partners and stakeholders, understand different concepts and approaches, assess risks and challenges and extract and articulate various ideas, ability for negotiations and reconciliation – consensus building ability;
- Ability and integrity to perform the tasks impartially and objectively, without any conflict of interests (subject to written declaration during the contracting procedure).

## **II. QUALITY CONTROL**

The Consultant(s) should ensure an internal quality control during the implementing and reporting phase of the assignment. The quality control should ensure that the deliverables comply with the agreed requirements and meet adequate quality standards. The content of the deliverables should reflect the views of the stakeholders and is owned by them. The support of the Roma Integration project must be recognised in the deliverables, and the support of the consultant(s) may also be recognised.

## **III. APPLICATION RULES**

**The application needs to contain the following:**

- Technical Offer;
- Financial Offer.

## **Technical offer:**

### **For individual consultants:**

- Letter of Interest;
- CV outlining relevant knowledge and experience as described under Profile and Competencies;
- Work plan outlining the proposed action, sources of information to be used, timeline and tools to be employed by the consultant;
- Reference list including contact details (e-mail addresses) of referees;
- Submission Form (Annex I).

### **For legal entities and consortia of individual consultants:**

- Legal entities' profile, including a brief description (up to 2 pages) of the entity. In case of a bidding consortium, the team leader should submit the profile of the consortium;
- Copy of Legal Entity's Registration Certificate (in case of consulting companies/legal entities). In case of a bidding consortium, a corresponding written authorisation, power of attorney is treated accordingly;
- Financial records - balance sheet and profit-and-loss statement for the past 2 years (only in case of bidding of consulting companies);
- CV of an expert, outlining relevant knowledge and experience as described in the Terms of References, along with contact details (e-mail addresses) of referees;
- Work plan outlining the proposed action, sources of information to be used, timeline and tools to be employed by the consultant;
- List of references for relevant activities implemented over the past 5 years demonstrating relevant experience in the subject matter;
- Submission Form (Annex I);
- Signed Statements of Availability (Annex III).

## **Financial Offer, Annex II Budget**

When preparing the financial offer, the applicant should take into account the following:

- All figures should be expressed in EUR;
- The proposed budget should include daily fee rate for consulting services broken down by tasks; the fee rates should be broadly consistent with the framework rates applicable in the region for these types of professional services.

**Applications need to be submitted by 5<sup>th</sup> February 2021 to the following address [ProcurementforRcc@rcc.int](mailto:ProcurementforRcc@rcc.int)**

**Please make sure that the application is submitted in two separate folders one containing Technical Offer and the other Financial Offer. The documents should be submitted in a form of copies of the originals.**

#### IV. EVALUATION AND SELECTION

The application is evaluated on the basis of the profile and competencies of the candidate and the responsiveness to the Terms of Reference (ToR).

1. Profile and Competencies
2. Financial evaluation based on Annex II

The applications are evaluated following these criteria:

EVALUATION GRID	Maximum Score
A. Technical Offer (A.1+A.2+A.3)	100
A.1. Work experience, references list: Relevant work experience; evidence of other contracts of the size comparable with that of the tender; experience with clients comparable to the Contracting Authority.	35
A.2. Quality and professional capacity of the consultant: CV satisfies the criteria set forth in the Terms of Reference, education and experience demonstrate professional capacity and experience required.	35
A.3 Quality of the work plan: Concept note describing the main issues, information, data sources, research and analytical tools to be employed by the author, as well as the timeline.	30
B. Financial Proposal/ lowest price has maximum score	100

Score for offer X =

A: [Total quality score (out of 100) of offer X / 100] \* 80

B: [Lowest price / price of offer X] \* 20

**In addition to the results of the technical and financial evaluation, competency-based interview will be held with the selected bidder.**

#### **Information on selection of the most favourable bidder**

The RCC Secretariat shall inform candidates and bidders of decisions reached concerning the award of the contract as soon as possible, including the grounds for any decision not to award a contract for which there has been competitive tendering, or to recommence the procedure.

Standard letter of thanks for participation to unsuccessful bidders shall be sent within 15 days after the contract is signed with the awarded bidder.

The candidates and bidders wishing to receive a feedback may send a request within 15 days after receipt of the standard letter of thanks.

The request may be sent to the e-mail address [ProcurementforRcc@rcc.int](mailto:ProcurementforRcc@rcc.int) or to the address of the RCC Secretariat:

Regional Cooperation Council Secretariat  
Attention to: Administration Department  
Building of the Friendship between Greece and Bosnia and Herzegovina  
Trg Bosne i Hercegovine 1/V  
71000 Sarajevo  
Bosnia and Herzegovina

## **Appeals procedure**

Bidders believing that they have been harmed by an error or irregularity during the award process may petition the RCC Secretariat directly. The RCC Secretariat must reply within 15 days of receipt of the complaint.

The appeal request may be sent to the e-mail address [ProcurementforRcc@rcc.int](mailto:ProcurementforRcc@rcc.int) or to the address of the RCC Secretariat:

Regional Cooperation Council Secretariat  
Attention to: Administration Department  
Building of the Friendship between Greece and Bosnia and Herzegovina  
Trg Bosne i Hercegovine 1/V  
71000 Sarajevo  
Bosnia and Herzegovina

## ANNEX I: SUBMISSION FORM

REF: 005-021

One signed copy of this Call for Consultancy Submission Form must be supplied.

<b>1 SUBMITTED by:</b>	Name(s) and address(es) of the bidder submitting this tender
Full Entity Name	

### 2 CONTACT PERSON (for this Call)

Name	
Surname	
Address	
Telephone	
Fax	
e-mail	

### 3 DECLARATION

[ **Company Name or Name of the entity** ] hereby declares that we have examined and accepted without reserve or restriction the entire contents of the Call for Consultancy Ref: 061-020.

And we are not in one of the following situations:

- (a) 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 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) Have been convicted of an offence concerning their professional conduct by a judgment which has the force of res judicata;
- (c) Have been guilty of grave professional misconduct proven by any means which the Contracting Authority can justify;
- (d) Have not fulfilled 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) Have been the subject of a judgment which has the force of res judicata for fraud, corruption, involvement in a criminal organisation or any other illegal activity.
- (f) Are civil servants or other agents of the public administration of the RCC Participants, regardless of the administrative situation, excluding us from being recruited as experts in contracts financed by the RCC Secretariat.

We offer to provide the services requested in the call for experts on the basis of supplied documentation subject of this call, which comprise our technical offer and our financial offer.

Name and Surname	
Signature	
Date	

**ANNEX II:**

**BUDGET BREAKDOWN**

**REF: 005-021**

<b>No</b> Cost categories	Daily fee rate	Total Cost
<b>2 TOTAL COSTS</b>		
<b>3 VAT (if applicable):</b>		
<b>GRAND TOTAL (2+3):</b>		

The fee rates should be broadly consistent with the framework rates applicable in the region for these types of professional services.

