



Agency for Vocational  
Education and Training  
and Adult Education

CLASS: 406-01/14-03/17

REG. NUMBER: 332-01-00/11-14-02

Zagreb, December 16th 2014.

### CALL FOR STATEMENT OF INTEREST

Pursuant to Article 18 Paragraph 3 of the Public Procurement Act (Official Gazette no. 90/11, 83/13, 143/13 and 13/14), Article 9 of the Rulebook on procurement of goods, works and services valued up to 200.000,00 HRK and Article 20 of the Agency for Vocational education and Training and Adult Education Statute, Agency for Vocational Education and Training and Adult Education publishes a call for statement of interest for services of foreign experts to work on ESF 2007-2013 project *Modernisation of the in-service VET teacher training system* within the Agency for Vocational Education and Training and Adult Education.

The subject of procurement is a service of one expert in the field of well-being of teachers and two experts in the area of in-service VET teacher training with years of experience in an institution that deals with organization, implementation and research in the area of professional training in one of the EU countries (except Croatia), according to the Technical specifications contained in the tender Documentation which are an integral part of this decision.

Procurement will be carried out in accordance with Article 9 of Rulebook on procurement of goods, works and services valued up to 200.000,00 HRK, in a simple limited procedure.

Call for proposals was published on Agency's website on December 17th 2014.

Gross value of each contract is 99.000 HRK.

Signing of the service procurement contract will be offered to the expert who the commission assesses to be the best according to the set criteria.

Offers must be submitted no later than 16 o'clock on December 23rd 2014 to the following e-mail address [strucnjaci@asoo.hr](mailto:strucnjaci@asoo.hr).

Offers must contain name of the expert and information required by tender Documentation.

Committee will perform the review and selection of offers and suggest to the Director the conclusion of a contract within 3 days.

Contract will be signed with the selected expert.

All other applicants will be notified within 3 days from conclusion of the contract.

Delivery date is April 2015.



## TENDER DOCUMENTATION

### 1. PROCUREMENT SUBJECT DESCRIPTION

The subject of procurement is a service of one expert in the field of well-being of teachers and two experts in the area of in-service VET teacher training with years of experience in an institution that deals with organization, implementation and research in the area of professional training in one of the EU countries (except Croatia).

Experts in the area of in-service VET teacher training (expert 1 and 2) should contribute to the work of Working Group 1 in deliberating Recommendations for improving the continuing professional development system and a proposal of a new model of in-service VET teacher training by providing insights into contemporary theories and trends in teaching and examples of best practice abroad.

Experts should participate in at two meetings of Working Group 1, facilitate discussion and prepare a document which analyses trends and examples of best practice.

Expert for well-being of vocational teachers (expert 2) should strengthen the capacities of members of Working Group 1 and the Agency's staff in regards to the well-being of teachers. The expert will prepare a document on the well-being of teachers.

Expert should participate in at least one meeting of Working Group 1 and carry out a training of Working Group members and Agency's staff on the subject of teacher well-being.

Value of each contract covers 15 working days, travel expenses, accommodation and per diem for attending the meeting of Working Group 1

### 2. REQUIREMENTS

Interest can be expressed by all experts who meet at least the following requirements:

Expert 1: higher education, at least graduate level in pedagogy or psychology, minimum 10 years of experience in designing, organising, implementing and improving systems of professional training of teachers in an institution that deals with organization, implementation and research in the area of professional training in one of the EU countries (except Croatia), active use of English language in verbal and written form.

Expert 2: higher education, at least graduate level in pedagogy or psychology, minimum 10 years of experience in designing, organising, implementing and improving systems of professional training of teachers in an institution that deals with organization, implementation and research in the area of professional training in one of the EU countries (except Croatia), active use of English language in verbal and written form.

Expert 2: higher education, at least graduate level, minimum 3 years of experience working on issues of teacher well-being in one of the EU countries (except Croatia), active use of English language in verbal and written form.

In addition to a written Statement of interest, which should include a description of the expert's vision of their own contribution to the project, experts must also submit evidence of higher education (diploma) and evidence of the necessary work experience.

Delivery of services is planned for April 2014.

### 3. SELECTION CRITERIA

- I. Vision of own contribution
- II. Experience of expert in required areas (importance, relevance, length, etc.)
- III. Written papers (publications, etc.)

Each criteria is graded from one to five, best rated expert is the one who gets the most points.

Criteria I. is visible from the Statement of interest itself.

Offer must be accompanied with evidence and/or statements about selection criteria II. and III., if any. In the absence of evidence, the criteria cannot be evaluated.