

Questions and answers

Submitted in the frame of the following Notice for Expertise: Institute, School, College or Higher Education institution to support ReSPA in designing and delivering the 2024 edition of the “Summer School on EU Integration” and “Study visit to public institutions

Question No. 1 (submitted on 29.04.2024):

I noticed that the tender states “The assignment amounts up to 19.500 EUR for designing and delivering the academic programme as well as for arranging the study visit component (corresponding to tasks listed under Section 3 of these Terms of reference)”. 19.500 EUR is not sufficient to host a summer school as foreseen. It would cover the pure teaching costs but not the other associated costs. Is this sentence meant to refer only to teaching costs or is it not possible to add additional costs beyond 19,5k?

Response to Question No. 1 (published on 29.04.2024):

The amount stated in the Terms of Reference (EUR 19.500) relates to the designing and delivering the academic programme as well as for arranging the study visit component (coordinating with specific institutions who would host the participants). The tasks that have to be covered are the following, as stipulated in the Terms of reference:

- Develop and propose to ReSPA an indicative programme (agenda) for the Summer School and the Study visits;
- Ensure the participation of renowned academics and lecturers (in-house and external) to deliver the sessions of the programme in-person;
- Deliver the learning programme in line with the agreed agenda;
- Coordinate and facilitate the institutional visits (for the Study visit component), as regards the institutions to visit and the officials/peers to meet;
- Issue joint attendance certificates with ReSPA to the attendees

These can be also considered as “teaching costs”, as you refer in your question.

On section 6 of the Terms of reference we also clarify that costs related to logistic aspects, such as utilization of the facilities of the campus, learning materials, coffee breaks, lunch breaks, networking activities, etc., are not included in this financial offer. Those costs shall be agreed among the selected applicant and ReSPA at a later stage, based on market prices.