



This Project is funded by the European Union

CALL FOR EXPRESSION OF INTEREST Under Competitive negotiated procedure

Individual Experts or companies to be appointed for performing Quality Control of the Black-Sea funded project: Regional Business Incubators Network (BI-Net)

ERFC, Thessaloniki Greece
16/06/2014

1. Aim of the call

This call of expression of interest is published by European Regional Framework for Co-operation (ERFC) in the framework of the implementation of the project called “Regional Business Incubators Network “Black Sea BI-Net” funded by the EC Black Sea Programme.

The aim of the call is to collect the expression of interest of companies or individual experts which are willing to respond further to the detailed tender dossier (if short-listed) and bid for undertaking specific tasks for the successful implementation of the project’s activities that are detailed here below.

Individuals or companies preliminarily interested should express their interest via post or by hand delivery to the following address: Platonos 33, 25100, Aegion, till **16/7/2014**. They should send a letter of interest as well as their profile with references related to the activities hereunder. Shortly after, ERFC will prepare a short list of suitable and interested companies / individuals (no less than 3) who will be invited to participate in the second step of offering their services replying to a detailed tender dossier with Annexes which will be communicated to them.

For any questions, clarifications, enquiries or comments, interested candidates are advised to send an email to erfc@otenet.gr, by **1/07/2014**. Answers will be provided at a maximum of three (3) calendar days from the date of clarification request.

2. Description of activities/tasks

The experts or companies will have to undertake and implement tasks:

- Prepare a map of all the processes for all ERFC’s project tasks in order to perform quality reviews across the Project
- Identify the monitoring system and methodology to carry on quality assessment
- Conduct objective concise quality assessments
- Update the quality monitoring data management system to compile and track assessment information.
- Assist to implement and maintain quality processes, practices and measures for front line assurance activities and an increasing awareness for quality controls.
- Contribute toward improvement of current processes

At the end of the activity, the Quality Expert will draft a report that will contain the detailed description of the implemented tasks and a final evaluation with final recommendations in order to guarantee a continuous sustainability and improvement of project results.