



FRAMEWORK SERVICE CONTRACT

CALL FOR EXPRESSION OF INTEREST TO SET UP A SHORT LIST OF INTERNATIONAL COOPERATION DEVELOPMENT PROJECT MANAGERS

ARTICLE 1 – GENERAL DESCRIPTION

CIHEAM - Mediterranean Agronomic Institute of Bari (hereinafter referred to as “CIHEAM Bari “or “Contracting Authority”), in the framework of several initiatives financed by the European Union and/or by the Italian Agency for Development Cooperation (AICS), invites experts to apply for short-term consultant positions. A consultant is an individual recognized as an expert or specialist in a specific field, engaged by the Contracting Authority on a temporary basis in an advisory or consultative role. The tasks of a consultant are result-oriented and normally include analysing problems, preparing work plans and methodology documents, writing reports on topics related to the field of expertise (as per CIHEAM Staff Regulation and Statute of Consultants, Experts and Auxiliary Staff).

ARTICLE 2 – PURPOSES

CIHEAM Bari, with the financial support of projects funding source, intends to select candidates and set up a list of experts as DEVELOPMENT PROJECT MANAGERS to provide technical assistance to the Contracting Authority in the management of several projects in MENA (Middle East and North Africa) and/or Sub-Saharan Africa and/or Balkan Countries. Under the overall supervision of the CIHEAM Bari Line Manager and in collaboration with the Project Management Unit team, the expert will support the correct implementation of the planned activities in the target country and the reporting of the assigned Programme/Project. The following activities may be required from the expert: to initiate and coordinate the assigned activities to ensure timely and effective delivery of the expected outputs; to fulfil the progress and internal financial reporting obligations for CIHEAM Bari; to comply with the CIHEAM Bari’s administrative and financial rules as well as its ethical clauses; to support the preparation of the annual and final technical and financial reports; to provide overall coordination operating within the Project Management Unit team, including the preparation of

technical documents and reports; to establish and maintain good relations with the national counterpart and donor representatives.

ARTICLE 3 – LOGISTICS AND TIMING

3.1 Duty station

- Long-term missions abroad, upon approval of CIHEAM Bari Line Manager;
- Short-term missions at CIHEAM Bari premises in Italy, if required.

3.2 Tentative start date, period of application and eligibility of the framework service contract:

Start date: 02/10/2024

Expected Number of Working days: subject to the needs of the Contracting Authority; extension based on the performance of the expert.

End date: 02/10/2028

The validity period of this framework service contract is four (4) years. CIHEAM Bari may decide to renew and/or re-launch the framework contract before the expiry of this period in the event of operational needs related to international cooperation development projects/programmes.

ARTICLE 4– ELIGIBILITY AND INTEGRITY REQUIREMENTS

4.1 Expert(s) recruited under this Call may be of any nationality.

4.2 Applicants will be excluded from participation in this Call if:

- a) they are subject, to the best of their knowledge, to criminal proceedings or have been convicted of a grave professional misconduct, or offences of receiving stolen goods, money laundering, fraudulent insolvency, fraudulent bankruptcy, usury, robbery, crimes against the person committed with violence, extortion.
- b) they are subject to one of the prevention or security measures provided for in anti-mafia legislation.

In order to verify that these requirements are met, the eligible applicant may be asked to sign a declaration in lieu of affidavit, in accordance with national law, certifying that he/she is not in one of the situations listed above.

ARTICLE 5– QUALIFICATION REQUIREMENTS

5.1 University degree in Economics, Business Administration, Agricultural Economics or equivalent Certificate of Higher Education or Diploma of Higher Education (level 5/6 European Qualification Framework E.Q.F). Other degrees of the same level may be taken into consideration if accompanied by sector-specific experience.

5.2 At least 5 years of post-graduate work experience in international development project management.

5.3 At least 3 years of post-graduate work experience with international organizations and/or governmental aid agencies in international development project management related matters.

5.4 Proficient English and /or French user (C1 Level - Common European Framework of Reference).

5.5 Proficient in written and spoken Italian (C1 Level - Common European Framework of Reference).

5.6 Proficiency in the use of Microsoft Office applications.

5.7 Broad professional experience in project management activities carried out in MENA (Middle East and North Africa) Countries and/or Sub-Saharan Africa Countries and/or Balkan Countries.

ARTICLE 6- PREFERRED QUALIFICATIONS

- a) Post-graduate diplomas (University Master, PhD or other Higher Education Courses recognized in the sector of interest) in addition to the minimum requirements set out in Article 5, Item 5.1 above.
- b) Work experience in international development project management in some of the following areas: food and nutrition security; sustainable food systems; climate change and natural resources management; improvement of agricultural production and processing; rural and coastal development; sustainable fisheries and aquaculture; rural women's empowerment; post-emergency actions.
- c) Previous experience in Italian Cooperation and/or EU-funded projects, including knowledge of EU and/or Italian Cooperation guidelines.
- d) Proficient Portuguese user (C1 Level - Common European Framework of Reference).

ARTICLE 7 – MODALITIES FOR PRESENTATION

7.1 Applicants shall express their interest by submitting the following documents (no additional documents are requested at this stage):

- a) *dated and signed Curriculum Vitae in English (Europass format is recommended), including authorization to process personal data.*
- b) *scanned copy of a valid Identification Document.*
- c) *completed and signed Annex A - Information about collecting, storing and processing personal data.*

7.2 The object must bear the following reference: *CALL FOR PROJECT MANAGERS* .

7.3 Documents shall be submitted by email (PDF format not editable), enclosed in an electronic outer cover note with the reference as per point 7.2, at the following email address: cv@iamb.it

7.4 The deadline for submission is **02/10/2028** (11:59 pm CET TIME) as evidenced by the date and time of the email as recorded in the recipient's system. It is recommended to express the interest well in advance of the deadline, as heavy internet traffic or connection problems may cause difficulties in submission.

7.5 All interested applicants shall already be registered /are invited to register a personal profile on CIHEAM Bari Roster of Experts (<https://cviamb.iamb.it>), selecting the field "Curriculum type" (ref.: CALL FOR INTEREST) and specifying the "Title" (ref.: CALL FOR PROJECT

MANAGERS).

7.6 The Contracting Authority is not liable for any incorrect, inaccurate, incomplete, damaged, lost, delayed, misdirected or intercepted entries, or for any incorrectly submitted or received applications, unreadable, damaged, lost, delayed, misdirected or intercepted. In addition, CIHEAM Bari is not liable for applications that, for any reason, are not received, or electronic or other communications that are delayed, or other technical problems related to the submission and uploading of applications.

ARTICLE 8 – RULES FOR THE REGISTRATION IN THE LIST

8.1 The Contracting Authority will first evaluate the following:

- a) Eligibility and integrity requirements as per Article 4.
- b) Qualification requirements as per Article 5 and 6.

8.2 Eligible applicants, meeting both eligibility/integrity and qualification requirements, will then be included in the list in alphabetical order. The list does not constitute a ranking and the relevant inclusion does not imply any rights to be committed by the contracting authority to implement the contract.

8.3 Qualified female applicants are encouraged to apply for this position as CIHEAM Bari is committed to ensuring an inclusive working environment and to achieving gender-balanced staff.

ARTICLE 9– SELECTION PROCEDURE

9.1 Eligible applicants, who meet the relevant qualification requirements, may be invited for a short interview after which an award letter will be issued to the selected applicant. A reserve list will be established for applicants whose application will remain on the reserve list.

ARTICLE 10- PERSONAL DATA

10.1. Applying to this call, applicants explicitly authorize CIHEAM Bari to process their personal data for the management and monitoring of this Call for expression of interest, in compliance with the principles of lawfulness, fairness and confidentiality, in recognition that on 5 July 2019 CIHEAM adopted the “Information Security and Personal Data Protection Policy”, inspired by the principles set out in the EU Regulation 679/2016 – General Data Protection Regulation and subsequent amendments and additions.

ARTICLE 11– FINAL PROVISIONS

11.1 CIHEAM Bari reserves the right to cancel the announcement for any reason, at its discretion, and not to proceed with the assignment due to the lack of candidates’ adequate requirements or the availability of financial resources.

ARTICLE 12– LIST OF ANNEXES

- a) Information about collecting, storing and processing personal data.
- b) Procedure for the definition of specific contracts.