

WP10.5 External Evaluation

CALL FOR APPLICATIONS FOR THE SELECTION OF ONE INDEPENDENT AUDITOR IN THE EU

1 INTRODUCTION

In line with the project's proposal, the consortium of the Erasmus+ project entitled "Developing Curricula for Artificial Intelligence and Robotics" with the acronym "DeCAIR" - hereinafter referred to as "DeCAIR"- will hire one (1) External Independent Auditor to monitor and evaluate the project's implementation and ensure a neutral review and a consistency assessment of the project deliverables versus project target groups' needs/expectations.

2 JOB DESCRIPTION

Job title: External Quality Evaluator

Job description: The implementation of the External Quality Assessment of the Project in close collaboration with all members of the Quality Committee of the DeCAIR project will include:

- The use of independent tools (e.g. questionnaires, personal interviews) to assess the implementation of the project and its deliverables;
- The preparation of two External Quality Reports as described in the Quality Assurance and Evaluation Plan of the Project;
- Any other contribution to the project that derives from the Quality Assurance and Evaluation Plan and its possible future amendments or specific requests made by the EACEA (Education, Audiovisual and Cultural Agency).
- Visits to Jordan and Lebanon for the purpose of the preparation of the intermediate report might be required, if the circumstances allow it.

Deliverables: 2 Quality Assessment reports

Due date: 14 September 2022 (M20) – 14 December 2023 (M35)

3 QUALIFICATIONS/ SELECTION CRITERIA

3.1 Required qualifications (exclusion criteria):

- Holder of a higher education diploma (for natural persons and legal entities working team members);
- A minimum of three-year experience in the implementation of national, EU or international projects of various topics;
- A minimum of three-year experience in the quality project management of national, EU or international projects of various topics;
- Excellent knowledge of English (C2) (for natural persons and for at least one of the working team members of the legal entities).

3.2 Additional qualifications:

- Research or working experience in the Artificial Intelligence and Robotics sector.
- Experience in the implementation of national, EU or international projects (additional to the 3-year experience in the implementation of national, EU or international projects).
- Experience in the implementation of Erasmus+ projects.
- Professional Certifications in project Management or Quality Management.
- Service as Reviewer, Evaluator, Advisory Committee for projects funded by EU, Regional and National funds.

4 TYPE OF CONTRACT, DURATION AND COMPENSATION

Type of contract: Service Agreement with the CreThiDev

Duration: From the day of the signature of the agreement until 14/01/2024

Compensation: 10.000€ (ten thousand euros)

5 APPLICATION PROCEDURE

Interested parties (natural persons and legal entities) are invited to submit their application to the Creative Thinking Development (CreThiDev), member of the “DeCAIR” consortium via the email: info@crethidev.gr. The sentence “DeCAIR: CALL FOR EU MEMBER OF THE EXTERNAL QUALITY AND EVALUATION COMMITTEE” should appear on the subject of the email.

Supporting documents

Each application shall include the following documents:

- For all applicants:

- A filled and signed Application Form [which includes Individual’s or Company’s Data (i.e. name, address, telephone number, etc.), Description - Technical Specifications of the Services, Quantity of Deliverables, Offered Price, Total cost (with and without VAT)] (for details see Annex 1), and
- For natural persons:
 - A cover letter for the expression of interest and declaration of relevant qualifications;
 - A *curriculum vitae* (CV), preferably in the European format ([Europass](#));
 - Testimonies of relevant previous experience (certificates, contracts or other proof) of the applicant, as required by this call and declared by the applicant;
- For legal entities:
 - A profile of the company describing the relevant experience and capacity to carry out the tasks described as well as a description of the work team;
 - A *curriculum vitae* (CV), in the European format ([Europass](#)) for the work team members;
 - A list of similar projects carried out by the company.

Deadline for application

The applications must be sent by 30th June, 2021 at the latest. The date of the e-mail sent will be the date of sending.

6 SELECTION PROCEDURE

Rating of the qualification criteria

#	Qualification	Rating method
1	Research or working experience in the Artificial Intelligence and Robotics sector.	Up to 1 year: 20 points Up to two years: 30 points More than 2 years: 40 points
2	Experience in the implementation of national, EU or international projects (additional to the 3-year experience in the implementation of national, EU or international projects).	Up to 1 year: 5 points More than 1 year: 10 points
3	Experience in the implementation of Erasmus+ projects.	Up to 1 year: 5 points More than 1 year: 10 points
4	Professional Certifications in project Management or Quality Management.	If present: 10 points
5	Service as Reviewer, Evaluator, Advisory Committee for projects funded by EU, Regional and National funds.	Up to 1 year: 10 points Up to two years: 20 points More than 2 years: 30 points
	Sum	Maximum 100 points

The selection procedure shall consist of an assessment of the applications performed by CreThiDev against the selection criteria listed in chapter 3 of this call, concluded by the establishment of a graded list of the eligible applicants and, if applicable, a list of non-eligible applicants.

In the event of a tie between two candidates in the overall evaluation, the research or working experience in the Artificial Intelligence and Robotics sector will be the selective factor.

7 VISIBILITY

This call will be published to the website of CreThiDev and DeCAIR project.

8 APPLICATION FORM – ANNEX I

Name: _____ Surname: _____

Nationality: _____

Address: _____

Phone/ mobile phone: _____ Email: _____

No of ID/passport: _____

Motivation for participating in this call

List of supporting documents

Criteria	Supporting documents
Higher education diploma	
A minimum of three-year experience in the implementation of national, EU or international projects of various topics	
A minimum of three-year experience in the quality project management of national, EU or international projects of various topics	
Excellent knowledge of English (C2)	
Research or working experience in the Artificial Intelligence and Robotics sector	
Experience in the implementation of national, EU or international projects (additional to the 3-year experience in the implementation of national, EU or international projects)	
More than 3 years experience in the implementation of Erasmus+ projects	
Professional Certifications in project Management or Quality Management	
Service as Reviewer, Evaluator, Advisory Committee for projects funded by EU, Regional and National funds	

Applicant's signature
