

## ORDER SUBJECT DESCRIPTION

### Subject of the order

1. The subject of the order as part of this request for proposal is the provision of expert services and the assumption of duties of a member of a Council of Experts appointed to prepare a shared Czech-Polish general curriculum and the subject matter of training courses regarding the appropriate handling of products containing asbestos, carried out as part of project "Specialist competence of graduates as an opportunity for employment in the building industry on the cross-border job market", as part of the European Regional Development Fund INTERREG V-A Czech Republic-Poland  
The duties of the expert shall include:
  - participation in 2 sessions of the Council of Experts and in 2 day-long on-site visits in the Czech Republic and Poland on May 14-17 this year,
  - assistance in developing a new general curriculum and the subject matter of training courses regarding the appropriate handling of products containing asbestos,
  - active participation in the discussion.
2. Order accomplishment terms and conditions:
  - 1) Participation in the duties of the Council of Experts, which will be accomplished during 2 workshop meetings on May 14-15 2019 in the Czech Republic and on May 16-17 2019 in Poland.
  - 2) The meetings will be held in regions encompassed by the INTERREG V-A Czech Republic-Poland 2014-2020 programme and will be combined with on-site visits at locations exhibiting the presence of products containing asbestos, characteristic for the given region,
  - 3) The Contractor shall cover all the expenses related to transport and insurance within his own purview,
3. Requirements:
  - European Union member state citizenship, excluding Czech and Polish citizenship,
  - knowledge of issues concerning asbestos (at least 5 years of professional experience),
  - participation in the activities of organisations performing tasks related to the removal of asbestos,
  - participation in at least 2 conferences or seminars related to the issues of asbestos,
  - experience in designing and implementing educational activities concerning the safe use and removal of products containing asbestos - participation in at least 1 project.
4. Payment terms: remuneration shall be paid via bank transfer after the performance of the contract, after 30 days following the submission of a report of acceptance confirming the performance of tasks by the Contractor, together with a receipt.

### Exclusions

Tender rejection

The Client will reject tenders that:

1. include content inconsistent with the content of the request for proposal,
2. are submitted past the term of tender submission,
3. reveal personal or capital ties between the Contractor/Tenderer and the Client,
4. are null and void based on other regulations.

### Client - Beneficiary

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