



Celje, 19. 2. 2025

For the purpose of implementation of project »Leadership Capacities Development in Higher Education across Albania and Kosovo« (hereinafter LEADALKO); project number: 101179476, co-financed under the EU Erasmus+ programme (Key Action 2: Capacity Building in the field of Higher Education), International School for Social and Business Studies (hereinafter ISSBS), Mariborska cesta 7, 3000 Celje, Slovenia, represented by the Dean, prof. dr. Kristijan Breznik, registration number: 2213818000, VAT number: 95628428, is issuing the following

**Invitation to submit a tender
for external evaluator services**

ISSBS is a partner institution in implementing the approved LEADALKO project in the Erasmus+ Call 2024 (ERASMUS-EDU-2024-CBHE). The project duration is from 1 December 2024 to 30 November 2026 (extensions are possible). The approved EU grant for the implementation of the project (all partners) amounts to a maximum of 376.700,00 EUR.

The subject of this invitation to submit a tender are services of project's External Evaluator (hereinafter EE) who will act as a critical professional who works independently of the Management Team (hereinafter MT) and Steering Group (hereinafter SG). Using electronic and face-to-face contact (including attending meetings) the EE will explore, with all partners and end users, the progress and quality of the processes followed, as well as the project outcomes.

Evaluation Methods and Indicators

Evaluation will take place through the reporting and management structures outlined in the project and through periodic review of outputs and surveys by ISSBS. Outputs will be seen to be successful when the project has:

- Delivered a report that identifies how to raise capacity for governance, strategy, and management, through development of leaders and managers; addressing their specific needs grounded in EU best practices.
- Developed a leadership development programme (at least 6 workshops/modules).
- Established infrastructure to support the leadership development programme with the 5 Albanian and Kosovan higher education institutions (HEIs).
- Provided staff training workshops to at least 15 university trainers.
- Implemented a pilot of the leadership development programme to 25 staff from the 5 Albanian and Kosovan partner HEIs.
- Disseminated the leadership development programme to at least an additional 20 Albanian and Kosovan HEIs, and HEIs internationally, after the project completion.

ISSBS will be responsible partner for the inclusion, work and cost of the external evaluation. External evaluation is required to provide independent advice, and act as a critical friend. The key role of the EE is to ensure the quality of the products and process. The amount is a contribution towards the total cost for evaluation (one subcontract, with contribution from all partners).

The EE will carry out the envisaged work in the period from 15 March 2025 to 30 November 2026 (presumed project end).

Tendering procedure:

The submitted tender (offer) must include a presentation of the provider with references and relevant certifications. In addition, the payment terms and the price for carrying out services (with participation at project meetings) together and without VAT must be clearly listed. The invoices are to be issued before the end of the individual reporting period (as for project partners) for activities performed in the previous period. Tenders should be submitted electronically to the e-mail address international@mfdps.si by 10 March 2025. The criteria for selecting the best provider are professional qualifications, references and estimated price for carrying out the activities. A contract will be concluded with the selected bidder for the implementation of activities that begin no later than 15 March 2025.



ISSBS' legal representative:
prof. dr. Kristijan Breznik,
Dean