



Request for Offers / Call for Tenders
Post title: Long-term contract for an external consultant on communications work
Location: Europe
Contract Amount: Above 10.000 EUR or above 60.000 EUR over 5 years
Starting date: 15 November 2023

ABOUT THE ORGANISATION

The European Democratic Party (EDP), founded in 2004 by François Bayrou and Francesco Rutelli, is a centrist European political party that brings together political parties and MEPs who want a Union that is closer to the citizens who live in it. As a transnational political movement, the EDP aims to build a European democracy rooted in the shared values of peace, freedom, solidarity and education, with the ambition of proudly affirming its culture in the world of the future.

ABOUT THE CALL FOR TENDERS

The European Democratic Party is seeking a long-term partnership with an external communications consultant to support the organisation's operational activities as a strategic communications advisor.

The EDP is funded by the European Parliament and is being regulated under the Regulation (EU, Euratom) No 1141/2014.

This call is also regulated under Article II.9 of the Funding Agreement between political parties and foundations and the European Parliament.

TENDER REQUIREMENTS

In view of the forthcoming European elections in 2024, the EDP is looking for technical assistance in the field of communication. The contractor(s) will be required to provide the following services:

- Communication strategy in the preparation and planning of the 2024 European elections in specialised areas such as (but not limited to) social media strategy, campaign organisation, research, data management or media production.
- Providing strategic advice to the EDP Secretariat on coordination with member parties in the run-up to the 2024 European elections.
- Preparation and planning of regular communication campaigns.
- Improving the visibility of the EDP's top leaders.

EUROPEAN DEMOCRATIC PARTY

Rue Montoyer 25
1000 Bruxelles
Belgique

+32 2 213 00 13
info@democrats.eu
www.democrats.eu

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- Evaluating and improving EDP's traditional communications such as (but not limited to) press, online press and events; digital communications such as (but not limited to) social media, advertising and data management.

The contractor will provide a monthly service of 10 days (part-time) with a physical presence in Brussels at the EDP offices for 5 working days per month.

EVALUATION CRITERIA

The elements we will consider determining the best price-quality ratio are:

- Contractor's availability and technical capacity to respond to requests in a timely manner
- Ability to communicate in different languages, especially English and Italian
- Time required to deliver the requested deliverables
- Price and economic advantage
- Technical merit: the consultant's profile should be:
 - More than 5 years of experience in the area of political party work,
 - Extensive experience in providing strategic advice to elected officials, senior staff and grassroots activists and volunteers.
 - Experience in voter identification and communications programmes for political parties and skills in developing messaging plans and persuasive storytelling.

The exclusion criteria are set out in Annex II: Declaration on the tenderer's honour concerning the exclusion and selection criteria. This declaration must be completed and signed by the tenderer.

EDP is interested in a long-term working relationship and, in view of the 2024 European election, will offer a contract to run until 30 September 2024, which is performance reviewed every 3 months.

No subcontracting is allowed.

TENDERING PROCESS

Please apply by sending a detailed proposal in French or English, including all the below elements:

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1. Overview of your company/consultant, including its background, experience, and expertise in providing communications services
2. Methodology and approach to ensure accurate and timely communication work.
3. Annex I – Pricing template
4. Annex II – Selection and exclusion criteria

Interested contractors/suppliers should submit their offer, together with their portfolio to show eligibility to the tender requirements and its Annex, no later than midnight (CET) on 8 November 2023 to: procurement@democrats.eu with the subject line "EDP Long-term Communications work".

Your personal data will be processed solely by EDP and only for the purpose specified in this call. It will be stored safely and securely following the GDPR laws. To ensure GDPR compliance please include the following sentence to the body of your email confirming your consent: "I agree to the European Democratic Party processing my data for the purpose of the Call for Tenders procedure".

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