

Procurement Documentation – DICES Project

(Grant Agreement 101178982)

1. Call for Offers

Reference: DICES – Call for Expert Offers

Date of Publication: Wednesday, 20 August 2025

Deadline for Submission: Tuesday, 3 September 2025, 23:59 CET

Background:

The DICES project (Driving Inclusive Care: Economic Democracy and Social Economy) is a Horizon Europe Research and Innovation Action (Grant Agreement No. 101178982). It aims to explore how social economy organisations contribute to inclusive care, tackle social exclusion, and support welfare governance frameworks across Europe.

Objective of this call:

We invite qualified experts to submit offers for conducting research and fieldwork activities in line with the Description of Action and Work Package 5 tasks, including desk research, mapping of social economy initiatives, qualitative interviews and fieldwork in Lithuania (Vidurio Lietuva region).

Eligibility:

- Proven expertise in social economy, social policy, or regional socio-economic research
- Experience in qualitative fieldwork, participatory research, and stakeholder engagement.
- Fluency in English (spoken and written). Fluency in Lithuanian is a plus.

Timeline of the procurement procedure:

- 20 August 2025: Publication of call for offers.
- 25 August 2025: Deadline for questions from candidates.
- 27 August 2025: Answers to questions published.
- 3 September 2025: Deadline for submission of offers (23:59 CET).
- 5 September 2025: Selection and notification of results.
- 8 September 2025: Expected contract signature.

Submission Format & Contact Details

- Offers must be submitted **electronically in PDF format** to the following email:
stefan.chichevaliev@diesis.coop.
- Subject line: “*Offer – DICES Project – Lithuania Case Study – [Name of Applicant]*”

- Deadline: **3 September 2025, 23:59 CET**
- Any questions must be submitted by **25 August 2025** to the same email address. Answers will be published to all applicants by **27 August 2025**.

Budget Ceiling / Indicative Maximum Daily Rate

- The contracting authority will apply a **budget ceiling** to ensure best value for money.
- The **indicative maximum daily rate is EUR 450/day, excl. VAT**.
- Offers exceeding this ceiling will not be considered.

Exclusion Criteria Declaration

Applicants must declare that they are **not in any of the following situations** (as per EU Financial Regulation Articles 136 and 141):

- Bankruptcy, insolvency, or a similar situation.
- Conviction for fraud, corruption, participation in a criminal organisation, money laundering, terrorism, or child labour/trafficking.
- Grave professional misconduct.
- Conflict of interest with the contracting authority.
- Misrepresentation or failure to supply required information.

Payment Schedule (Tied to Deliverables)

Payments will be made against the approval of deliverables:

- **Deliverable 5.1 (Nov 2025)** – 30% of contract value
- **Deliverable 5.2 (May 2026)** – 30% of contract value
- **Deliverable 5.3 (Oct 2028)** – 40% of contract value

Payments will be transferred within **30 days** of acceptance of each deliverable, subject to submission of an invoice and approval by the Project Coordinator.

Clarification of Evaluation Scoring Method

Offers will be evaluated using the following scoring grid (total 100 points):

- **Technical Expertise (40 points):** qualifications, prior research experience, knowledge of social economy and social inclusion.
- **Methodology (30 points):** clarity, feasibility, and soundness of approach.
- **Financial Offer (30 points):** cost-effectiveness, compliance with budget ceiling.

A minimum threshold of **70/100 points** will be required to be considered for the engagement.

2. Terms of Reference (ToR)

Title: Expert services for regional case study in Lithuania, region **Vidurio Lietuva** – DICES Project

Tasks to be implemented:

1. Dimensions of social exclusion in the selected study region (M1–M12, Deliverable 5.1):

- Desk research is performed on socio-economic development, the state and main dimensions of social exclusion based on available statistical data, policy documents, governance arrangements, academic and grey literature, etc., building also on the results of WPs 2-3.
- 2-3 exploratory interviews will be held with decision-makers, representatives of social economy initiatives and other service providers on social exclusion and its different dimensions, current approaches to enhance social inclusion and further needs.

Deadline: November 2025.

2. Overview of existing social economy initiatives, formal economy and public measures in the case study regions (M13–M17, Deliverable 5.2):

- Review and map the target groups, objectives and outcomes of existing policies, measures and projects aimed at promoting social inclusion in the selected region. It will consider social economy initiatives and organisations, but also the formal economy and public measures and actors (Mapping of social economy initiatives, policies, measures, and actors).
 - This information is gathered through desk research and from the exploratory interviews in Task 1. Task 2 will also help with making the final selection of the social economy and other initiatives to examine in each region and supports methodological refinement of the case studies if needed (identification of initiatives for deeper case studies.).

Deadline: May 2026.

3. National analysis of conditions for the social economy in the care sector

- Understanding of **political, legal and institutional frameworks for social economy actors at the national and sub-national levels**, and of the opportunity structure for social economy actors to provide high quality jobs and foster social inclusion for employees and service users.
- Desk research, conducting a **literature review and policy analysis**.

Deadline: September 2026.

Qualitative fieldwork (M17–M44, Deliverable 5.3):

- **A qualitative study of care initiatives** (both social economy and other forms) will be conducted, targeting three main topics:
 - **(i) how can such initiatives contribute to social inclusion in a specific region?;**
 - **(ii) how can social economy initiatives in particular be supported?;**

- (iii) how do social economy initiatives impact their regional environment and how do they differ from other approaches?
- This work involves doing participatory observations in the social economy and other initiatives (e.g., participation in public meetings),
- 2-3 expert interviews with the management, founders and staff members of these initiatives, and
- 5-7 biographic interviews with members of the target groups of these initiatives.
 - The biographic interviews can also take the shape of go-alongs, photographic mappings or mental mappings.
 - Target groups will be asked about their experiences with social exclusion or inclusion in their region, the role of social economy.
 - Initiatives and democratic approaches in their everyday life, and on how could they be empowered and engaged in co- production processes.

Deadline: October 2028.

Duration of assignment: September 2025 – October 2028, with phased deliverables.

Reporting obligations:

- Deliverables as per project DoA (WP5).
- Interim progress notes.
- Final research inputs submitted to Diesis Network.

Evaluation criteria:

- Technical Expertise (40 points): qualifications, prior research experience, knowledge of social economy and social inclusion.
- Methodology (30 points): clarity, feasibility, and soundness of approach.
- Financial Offer (30 points): cost-effectiveness, compliance with budget ceiling.

3. Offer Submission Form – DICES Project (Expert Services)

Section 1 – Applicant Information

- Name of expert / organisation:
- Address:
- Contact person:
- Telephone & Email:
- VAT number (if applicable):

Section 2 – Technical Proposal

- Relevant qualifications and expertise (max. 2 pages).
- Previous experience with similar EU-funded projects (max. 2 pages).
- Proposed methodology for implementing the ToR tasks (max. 3 pages).

Section 3 – Financial Proposal

- Daily fee rate (EUR, excluding VAT):
- Estimated number of working days for each task:
- Total budget (EUR):

Section 4 – Declarations

- Confirmation of availability within the timeline.
- Statement of absence of conflict of interest (as per Art. 12 of the GA).
- GDPR compliance confirmation.

Signature & Date

Relevant qualifications and expertise
(max 2 pages)

Previous experience with similar EU-funded projects
(max 2 pages)

Proposed methodology for implementing the ToR tasks
(max 3 pages)

Declarations

I, the undersigned, hereby declare that:

1. Confirmation of Availability within the Timeline

I confirm my availability and commitment to deliver the services described in the Terms of Reference within the agreed timeline (September 2025 – October 2028), respecting all deadlines and reporting requirements.

2. Statement of Absence of Conflict of Interest

In line with Article 12 of the Grant Agreement No. 101178982, I declare that I am not subject to any conflict of interest, either direct or indirect, which could affect the impartial and objective performance of the tasks described in the Terms of Reference. I undertake to inform the contracting authority immediately should such a situation arise during the course of the contract.

3. GDPR Compliance Confirmation

I confirm that any personal data collected, processed, or shared in the framework of this contract will be handled in accordance with Regulation (EU) 2016/679 (General Data Protection Regulation) and Article 15 of the Grant Agreement. I will ensure confidentiality, data minimisation, secure storage, and lawful processing of all personal data.

4. Confirmation of Professional Integrity

“I declare that I am not in any of the exclusion situations listed above and undertake to notify the contracting authority without delay if such a situation arises.”

Name of Expert/Organisation:

Signature:

Date: