



Terms of Reference for the audiovisual services of the II MED Sustainable Tourism Convention

Interreg MED Project “Sustainable Tourism”, MED 6193, CUP J75J19000310001

1. About the Sustainable Tourism project

Created in November 2016 within the framework of the Interreg MED Programme, the Sustainable Tourism Community has been renewed for a three-year period until December 2022 to make tourism a real driver for inclusive and sustainable growth.

The Community can now rely on 28 territorial cooperation projects and almost 400 organisations (public authorities, private companies, universities, NGOs and international organisations) active in 13 European countries to promote sustainable tourism by capitalizing on tools and good practices developed by its projects.

Most notably, the Community’s members are leading the development of innovative tools to monitor the tourism industry, they are studying and testing new tourism models and they are actively engaging policy makers and managers in a constant dialogue to make tourism a real driver for inclusive and sustainable development. The main objective of this new phase of the Community is to influence economic and social development strategies to include sustainable tourism policies at regional, national and European level. To attain these renewed objectives the project partnership leading the Community has slightly changed to include a network association of regional policy-makers and to extend the geographical area to the Balkan region.

Project Partners

The MED Sustainable Tourism community is an Interreg MED Programme initiative coordinated by DIBA - Barcelona Provincial Council (Barcelona, Spain) in partnership with UNIMED - Mediterranean Universities Union (Rome, Italy), University of Thessaly (Thessaly, Greece), NECSTouR - Network of European Regions for Sustainable and Competitive Tourism (Brussels, Belgium), Plan Bleu UNEP MAP, the Regional Activity Centre of Mediterranean Action Plan (Marseille, France), Adriatic and Ionian Euroregion (Pula, Croatia), RDA Green Karst - Regional Development Agency (Pivka, Slovenia).



2. About UNIMED – the Mediterranean Universities Union

[UNIMED, the Mediterranean Universities Union](#), founded in October 1991 by Prof. Franco Rizzi, is an association of Universities from the countries of the Mediterranean basin.

It counts 140 Universities coming from 23 countries of both shores of Mediterranean (data updated to December 2021).

UNIMED acts in different scientific fields and its aim is to develop research and education in the Euro-Mediterranean area in order to contribute to scientific, cultural, social and economic cooperation.

The image that better represents our association is that of a *University Without Walls*.

Through the many initiatives carried out over the two decades, UNIMED has promoted the collaboration between universities of the Mediterranean, becoming a point of reference of the international university cooperation.

3. About the event

The project is organising its final event, the II MED Sustainable Tourism Convention, in **Barcelona (Spain)** on **8th and 9th June 2022**.

The venue is:

Hotel Alimara
Berruguete, 126
08035 – Barcelona / Spain

Around 60 institutional representatives and experts will take the floor to debate around sustainable tourism challenges and best practises. The expected participants on site are 150, while many others will be following the live streaming of the event.

4. Services requested

The selected company will be in charge of providing the following:

Video equipment	
1 video projector + 1 screen 4x2 m	At the centre of the room
2 lateral support screens (70’')	On the left and right sides of the stage
1 support screen for the panellists (43’')	On the stage
Audio equipment	
Speakers	For the audience
1 lectern microphone	For the master of ceremony
6 head microphones	For the panellists on stage



1-2 wireless microphone(s)	For the audience
Live streaming	
<i>The whole event will be streamed through a specific an event app (developed by another provider). The AAVV provider will need to control the emission and provide the recording equipment.</i>	
Laptops and switcher/audio and video mixer	Control room to ensure the live streaming of the event and the broadcasting of contents (videos, ppt etc.)
4 cameras	Fixed and mobile
Tripods	For the cameras
Human resources	
Technical staff	For the set-up and the 2 days of the event
Other	
Stage 10x2 m	

The set-up of the room at Hotel Alimara (school set-up) will be done on June 7th, the day before the event.

5. Contract Period

Starting date of the assignment: at the signature of the contract

Finishing date of the assignment: 17th June 2022, after having ensured the event and its follow-up

6. Form of Contract

Goods or services ordered for the Sustainable Tourism project shall be rendered in accordance with the Sustainable Tourism project's conditions of contract. The Terms and Conditions are those of the contractor, which is UNIMED - Mediterranean Universities Union.

7. Budget

The total value of the contract (including any taxes and contributions) **shall not exceed 20.000 EUR.**

Any travel and accommodation costs incurred while carrying out assignment(s) have to be covered directly by the provider.



VAT exemption is applicable. For Italian providers, the VAT exemption is applicable according to the Article 72 of the Italian Law D.P.R. 633/72. Providers based in other countries must refer to the national legislation and indicate the applicable law.

8. Application procedure

Offers should include:

- Financial offer
- Detailed technical offer
- Company profile and experience

Deadline for receipt of offers: **2nd May 2022**

Applications should be sent in English to: uni-med@pec.it

9. Selection Criteria

The contract will be awarded to the bid offering best value for money (best price-quality ratio). The selection criteria of the applications are:

- 50% best price
- 25% technical offer
- 25% professional experience

10. Contact

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