



INFORMATION ON SUBMISSION OF TENDERS

Utilitalia participates in the project "Mobilizing new Areas of Investments And Together Aiming to increase Quality of life for All - MAIA TAQA" funded by the multilateral cross-border cooperation program "Mediterranean Sea Basin", implemented by the EU under the European Neighbourhood Instrument (ENI). The project, with a budget of 3.2 million euros (238 thousand euros for UTILITALIA), has a three-year duration and its purpose is to define a new group of sustainable services related to energy, water and waste, and consequently to promote innovative resource efficiency services in the Mediterranean SMEs.

The project started on September 1, 2019 and will be completed on August 31, 2022.

The partners involved in the project are:

- Centre for Renewable Energy Sources and Saving, Greece (Coordinator)
- Confederation of Egyptian European Business Associations (Egypt)
- QUIPO (Italy)
- Jordan Chamber of Commerce (Jordan)
- Industrial Research Institute (Lebanon)
- Arab Academy for Science, Technology & Maritime Transport (Egypt)
- Association of the Mediterranean Chambers of Commerce and Industry (Spain)
- UTILITALIA (Italy)

According to the project implementation manual, Utilitalia has to appoint a Certified Public Accountant. The verification of the expenses will be done once a year, with the completion of the 1st, 2nd and 3rd year of the project.

Verifications must be carried out *in situ*, i.e. Utilitalia headquarters in Rome, at least once in the lifetime of the project and most preferably during the verification of the final report.

Furthermore, the auditor has the obligation to attend the training seminar that will be organized for the auditors by the national contact point of the Program in Italy. The Auditor shall execute the tasks assigned to him in accordance with the procedures and templates annexed to these terms of reference or any update issued by the Managing Authority or the Joint Technical Secretariat. The following documents shall be deemed to form and be read and construed as part of these Terms of Reference, and the Contract with the auditor.

- the Grant Contract and its annexes;
- Annex 1: description of the expenditure verification procedure;
- Annex 2: control check-list;
- Annex 3a: template of individual report;
- Annex 3b: template of consolidated report;
- Annex 4: template list of findings;
- Annex 5: template of report on suspected and/or established fraud.

The above Annexes along with a model contract between the lead beneficiary and the auditor can be found at the following web address:

<http://www.enicbcmmed.eu/projects/support-to-implementation>

In addition, specific requirements for auditors in Italy can be found at the following web address:

<https://eni.europuglia.it/news/83-verificatori-delle-spese-eni-cbc-med-avviso-per-i-beneficiari-italiani-dei-progetti>

The Grant Contract and its annexes are available for interested parties and shall be sent upon request at the email amministrazione@utilitalia.it.

The approved budget for the assignment amounts to € 3.000 without VAT. The contractor will be paid in installments upon submission of the annual verification reports. The award criterion is the most economically advantageous tender compliant with the requirements for participation.

Interested parties should send their offers to Dr. Antonella Balbi, by email at the following address amministrazione@utilitalia.it.

The deadline for receiving offers is the 6th of August 2020.