



EUROPEAN UNION
EUROPEAN REGIONAL
DEVELOPMENT FUND

i.e. Smart



EUROPA BÜRO
Präsidentialabteilung
Auerspergstr. 15/32
A-1080 Wien
Österreich

This project is implemented through the CENTRAL EUROPE Programme co-financed by the ERDF

Vienna, 10 March 2014

TERMS OF REFERENCE

**SERVICE: Concept and Implementation of Workshops
“Entrepreneurship and Project Education” for young people**

Background

The project i.e. SMART is funded under the European Regional Development Fund and the CENTRAL EUROPE Programme for a period of 2,5 years. The project consists of a partnership of 12 partners involving 7 Central European Regions. The European Office of the Vienna Board of Education is acting as Lead Partner.

Currently, the project is in the middle of its lifetime, and some support to the implementation is needed. In the framework of this project the development and implementation of workshops for young people are required.

Required Services

The European Office of the Vienna Board of Education in its role as Lead Partner of this project is requesting support in the development and implementation of a series of workshops for the specific age group of 17-25 year old ones. It is foreseen that the workshops are run by trainers from the same age group – this approach should support the learning effects on the side of the trainees/future entrepreneurs.

The workshops should be held in German, however the final workshop concept should be available in German and English.

Phase 1: April – July 2014

- Development of a workshop concept for the respective age group by taking into consideration the so far developed i.e. SMART innovative entrepreneurship training approach and methodology
- Pilot-Implementation of 2-4 workshops
- Evaluation of the pilot-implementation and review / finalisation of the workshop concept (5-10 pages) and training material
- Design and printing of a poster promoting the workshop offers

Phase 2: September – December 2014

- Implementation of 10 workshops (min 70 participants) by also keeping records of the workshops (photos, material, participant lists)



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Conditions:

All interested parties are invited to submit an offer under following conditions:

- Offers should be submitted in German or English language by 24 March 2014 in electronic version to the email addresses: Stuart.simpson@ssr-wien.gv.at and florian.weichselbaum@ssr-wien.gv.at
- Price indications (in EUR, excl and incl VAT)
 - Global price

Selection will be done by 26 March 2014 and the winning bidder will be notified by 28 March 2014.

Selection will be done based on the principle of cost effectiveness.

You can find detailed project information under www.ie-smart.eu.

If you have any further questions, please do not hesitate to contact us.

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