

Tender form

**The Social Insurance Board is calling for tenders for the creation of a training program and training of trainers for the implementation of restorative justice methods in resolving cases of intimate partner violence in mediation.**

**Details of the tenderer**

Name	
Registration code/identity code	
Address	
Email address	
Signatory of the contract (official representative, name)	
The basis of the right of representation of the signatory of the contract	Member of the board/under the power of attorney
The company is liable for VAT.	Yes/No
Contact persons of the contract	
Contact details of the contact person of the contract (e-mail, telephone)	

**The person directly executing the procurement contract from our part** *(the person must meet the requirements stated in the technical specification, and a CV has been submitted in the form of Annex 5 of the invitation to tender):*

The price of the offer includes only the trainer's costs (trainers' fees, materials, travel expenses, etc.). In the case of contact training, the Contracting Authority organizes and covers the room and catering and, if necessary, other expenses of the participants (except those of the trainer).

## The cost of the tender

Service	Cost in euros (without VAT/gross amount in the case of a natural person)	VAT rate (if VAT is not added, indicate that it is not added)	Total cost (with sales tax / in the case of a natural person, total cost with mandatory taxes)
1. Cost of creating a training program*			
2. Cost of one training day (8 academic hours, contact training)**			

*\*The tenderer submits the cost of developing the training program (curriculum, training content, educational material for trainees). When compiling the price, all services described in the technical specification and the contract must be taken into account, as well as activities and actions necessary to achieve the purpose of the agreement, including those that are not directly described in this proposal and its annexes, but which are generally required to achieve the proper result considering the purpose of the contract. The cost is final and must include all possible expenses.*

*\*\* The tenderer submits the cost of one training day. When compiling the price, all services described in the technical specification and the contract and the activities and actions necessary to achieve the purpose of the agreement must be taken into account, including those that are not directly described but are generally required to achieve the proper result considering the purpose of the contract. The cost is final and must include all possible expenses.*

## Terms of reference: Conceptual design of the training program

Create an initial conceptual design for a training program that includes:

- The primary selection of methodologies that would be suitable for solving cases of intimate partner violence, including an explanation/justification of why this approach best supports the restoration of a sense of justice for victims of intimate partner violence.
- Primary structure of the training program.
- Primary planned volume of training.

## Confirmations:

1. We confirm that the person providing the service directly meets the requirements for a member of the tenderer's team set out in the basic documents of the procurement and that no restrictions are preventing the person referred to from providing the services.
2. **We will submit a CV for the person referred to together with the offer.**
3. We are aware that the Contracting Authority has the right to request the submission of additional documents (e.g., a copy of a document certifying education, a copy of a document certifying the completion of training) at any time to prove the correctness of the information provided in the CV.