SERVICE TECHNICAL REQUIREMENTS

Replicating the LOCATIONS approach in new countries within the Interreg MED Programme area: providing assistance to local municipality authorities in defining low carbon transport plans

This initiative concerns the assistance to be provided to local municipality authorities in defining low carbon transport plans in Cyprus, a country not directly involved in the *LOCATIONS – Low Carbon Transport in Cruise Destination Cities* project, funded by the Interreg MED European programme (https://locations.interreg-med.eu/).

The ultimate goal of this action is the replication of the project and the transfer of the instruments devised in the first phase of the project to new countries deemed eligible by the Mediterranean MED 2014-2020 transnational project.

1-Description of the project LOCATIONS - Low Carbon Transport in Cruise Destination Cities

Description: the objective of the LOCATIONS project is **supporting local administration bodies in drawing up low carbon transport plans (LCTPs) with measures specifically devised for cruise-related flows (people and goods)**, thus contributing to relieving city traffic and reducing pollution. The first phase of the project saw the creation and the testing of a methodology to tackle the specific issues connected to mobility in the cities involved. In order to replicate the results of the project, modular packages were devised to pave the way to result transferability to new countries in the Mediterranean area through capacity building actions and mutual learning activities. The project will contribute to the definition of plans for the sustainable management of the traffic generated by cruises to be inserted within the **Sustainable Mobility Urban Plans (SUMPs)** and the **Sustainable Energy Action Plans (SEAPs)** of the cities involved.

Partnership: the project is coordinated by Area Science Park and sees the participation of as many as 20 bodies across **Italy, Croatia, Spain, Portugal and Albania** with the involvement of **7 European port cities** which are particularly touched by this issue: **Trieste**, **Ravenna, Lisbon, Malaga, Zara, Rijeka and Durres**. The project sees the involvement of technical entities, port authorities, municipal administrations, regions and provinces, owing to their specific competences, each of which taking on the role of a partner or associated partner from time to time.

Type of project: M2+M3 modular project

Project duration: 36 months

Start of the project: 01/11/2016

End of the project: 31/10/2019

The contract shall start upon reception of the related notification by the Administration and shall end 15 days prior to the project completion, currently planned for 31/10/2019.

2-Service requirements:

The organisation shall support the transfer of the instruments devised by the LOCATIONS project to a Cyprus city, guaranteeing the replication of the approach already tested in other 7 European cities. Specifically, considering the international scope of the project, all the documentation shall be provided to the service provider (hereinafter the "operator") either in Italian or in English. In addition, the operator shall carry out the following activities:

2.1 Identify and formally involve a Cypriot local authority of a cruise destination city in which the LOCATIONS project model and approach will be tested;
2.2 Participate, together with the Cypriot local authority as per point 2.1., in the LOCATIONS network;
2.3 Participate in the capacity building event to take place in Lisbon in conjunction with the 5th project meeting, planned for 18-19 October 2018. The two-day event shall see the participation of one representative of the bidder;
2.4 Support to the identified Cypriot local authority in the drawing-up of the local LCTP (Low Carbon Transport Plan) using the LOCATIONS approach.
2.5 Participate in the video conference planned to take place during the 6th project meeting in May 2019, during which the bidder shall present a draft LCTP and provide project partners with a summary document in English.
2.6 Deliver the final version of the LCTP, both in Greek (complete version) and in English (summary following the template provided by the project).

3-Requirements to be met by the applicant organization:

In order to be eligible, applicant organizations shall

- Be a public or private organisation active in the sector of sustainable urban mobility;
- Demonstrate expertise in collaborating with local government in planning;
- Have operational headquarters available in Cyprus in case they are awarded with the contract.

Following is a summary of the information to include in the invoice and the payment terms

The Administration shall pay three amounts:

- First amount, equal to 30% of the total sum, upon receipt of the invoice issued following the adhesion of all the local partners involved to the project network (see point 2.2) and the participation in the capacity building event in Lisbon (see point 2.3) by 15th December 2018;
- Second amount, equal to 30% of the total sum, upon receipt of the invoice relating to the acceptance and receipt of the draft local low carbon transport plan (see point 2.5) by 15th May 2019.

- Third and final amount, equal to 40% of the total sum, following the acceptance and receipt of the local low carbon transport plan in its final version (see point 2.6) by 15th October 2019.

All the invoices must be submitted 15 days prior to the end of the project, on pain of credit ineligibility.

Following is the information for the invoice heading:

LOCATIONS – Low Carbon Transport in Cruise Destination Cities

Replication activities in Cyprus

Area Science Park

PADRICIANO, 99 - 34149 TRIESTE - P.IVA 00531590321

In addition, please specify in the invoice description:

CIG: Z8024FE3C9

CUP: J75F16000020007

For any further technical information in relation to this procedure, please phone the following contact persons:

Ms. Anja Starec (0039 – 040 375 5192)

Mr. Fabio Tomasi (0039 – 040 375 5268)

or send an email to the address locations@areasciencepark.it