

Piran 04.04.2023

For the purpose of implementation of the project “Mediterranean Countries: Towards Internationalisation at Home – MED2IaH” (ref. nr. 610107-EPP-1-2019-1-SI-EPPKA2-CBHE-JP), co-financed under the EU Erasmus+ programme (Key Action 2: Capacity Building in the field of Higher Education), the Euro-Mediterranean University (hereinafter EMUNI), Kidričevo nabrežje 2, SI-6320 Piran, Slovenia, represented by the President, Prof. dr. Abdelhamid El-Zoheiry, is issuing the following

### FISRS CALL TO SUBMIT AN OFFER FOR EXTERNAL AUDIT SERVICES

EMUNI is a coordinator institution in implementation of the EU-funded MED2IaH project. The project duration is from 15 January 2020 to 14 July 2023 (with a possibility of extension for 6 months). The approved EU grant for the implementation of the project (all partners) amounts to a maximum of 996.888,00 EUR.

The subject of the inquiry is the execution of an external audit of the project in accordance with the guidelines of the financier (i.e. Executive Agency for Education, Audiovisual and Culture, hereinafter EACEA) and the preparation of a report on the findings regarding the final financial report of the project - type II (Report of Factual Findings on the Final Financial Report – Type II).

In order to carry out the audit effectively, the auditor will have access to all evidence of the occurrence of costs, accounting documents and all other documents relevant to the financing of the project. The coordinator is responsible for obtaining proof of expenses from other partners so that the auditor can verify their eligibility. The auditor must also check whether the coordinator has followed the accounting standards and rules for keeping records. The auditor will verify that the required supporting documents are available to justify all costs included in the final financial report of the project.

In the report, the auditor need to check everything that is required by the Guidance Note (Report of Factual Findings on the Final Financial Report, Type II of EU).

#### Procedure:

Submitted offer must include presentation of the provider with references and relevant qualifications and certifications. In addition, the payment terms and the price for carrying out services (with participation at project meetings) together and without VAT must be clearly listed. The invoices are to be issued before the end of the individual reporting period for activities performed in the previous period.

Offer should be submitted electronically to e-mail [ana.sajn@emuni.si](mailto:ana.sajn@emuni.si), and [president@emuni.si](mailto:president@emuni.si) by the 19 of April 2023. The criteria for selecting the best provider are professional qualifications, references



for EU-funded actions and estimated price for carrying out the activities. Based on these criteria the selection will be made by the project's selection committee (representing the project's coordinator). A contract will be concluded with the selected expert for the implementation of activities that should begin no later than **15 August 2023**.

President of EMUNI

Prof Dr Abdelhamid El-Zoheiry