

EXTERNAL EVALUATION OF LATWORK PROJECT IMPLEMENTATION AND RESULTS

(WP6 Quality Assurance, Activity 6.4 External monitoring of project results)

Minutes of the evaluation of expressions of interests and selection

Project	Developing research and innovation capacities of Latinamerican HEI for the analysis of informal labour market – LATWORK
Acronym	LATWORK
Application Reference Number	598651-EPP-1-2018-1-CL-EPPKA2-CBHE-JP

Date: Tuesday, July 7th 2020

Place: Online, ZOOM platform.

Participants of the meeting:

Name	Position	Institution
Meritxell Calbet Montcusí	Director of International Cooperation	Universidad Viña del Mar
Claudia Astudillo Astudillo	Financial Administrative Coordinator	Universidad Viña del Mar
Sophie Butler Margalef	Head of International Projects	Universidad Viña del Mar

Items on the agenda:

- Evaluation of the expressions of interests and offers presented according to the document “Terms of Reference: External Evaluation of LATWORK project implementation and results “and the expert selection criteria contained therein.

- Selection and award of the contract of the external evaluation LATWORK Project Implementation and Results.


Agreements:

On July 7th 2020, the selection committee of Universidad Viña del Mar, Chile, after the evaluation of the expressions of interest presented for the external evaluation of LATWORK Project implementation and results, confirms that:

- The process to present the expressions of interest according to the Terms of Reference for the External Evaluation of LATWORK Project implementation and results was opened and was published on the following websites:
 1. On LATWORK Project's website: (<http://www.latwork-project.eu/>).
 2. On Universidad's Viña del Mar, website on the section "International".
<https://www.uvm.cl/internacional/>
- The expressions of interest according to the abovementioned Terms of Reference that have been received in the established deadlines are the following:
 1. Reception by e-mail of the expression of Interest of Equipo UVEG exaludador externo del LATWORK: Dr. Raúl Lorente Campos and Dr. Josep Banyuls Llopis, Universidad de Valencia, España, that contains:
 - Covering letter of expression of interest.
 - CV for the two evaluators part of the evaluation team.
 - Evaluation methodology proposal.
 - Quote with the price of evaluation service: 12.000 EUR.
- After the careful review of the expressions of interests presented by Equipo UVEG evaluador externo de LATWORK: Dr. Raúl Lorente Campos and Dr. Josep Banyuls Llopis, Universidad de Valencia, it must be stated that the offer presented meets with the selection criteria indicated in "Terms of Reference: External Evaluation of LATWORK Project Implementation and Results":
 1. It involves two experts on the topic of informal labour market and experience in research in labour markets and informality.

2. The experts demonstrate through the cover letter and the CV of the evaluation team a specific background on:
 - a. Research on labour market and / or labour relations.
 - b. Member and/or active cooperation with research centres/organizations/institutions focused on labour market issues.
 - c. Teaching activity at higher educational level in the fields of Sociology/Economy of Work.
 3. The evaluation team, through their cover letter and their CV state that they can provide experience in report writing.
 4. The evaluation team, through their cover letter and their CV demonstrate that they have experience in working with Third Countries.
 5. The evaluation team, through their cover letter and their CV declare that they have familiarity with the Latin American Region.
 6. The evaluation team, through their cover letter and their CV state that they can provide excellent writing skills with the experience of responding to different target requirements.
 7. The evaluation team, through their cover letter and their CV state that they have fluency in English and Spanish.
 8. The evaluation team, through their cover letter declare that they are proactive, flexible and able to work without detailed supervision.
 9. It is also clear that the evaluation methodology proposed is in line with the content of the abovementioned terms of reference.
 10. The budget presented (12.000 EUR) does not exceed the maximum budget (12.000 EUR).
- The selection committee in this meeting, according to what has been mentioned above, agrees to select Equipo UVEG exaludador externo del LATWORK: Dr. Raúl Lorente Campos and Dr. Josep Banyuls Llopis, Universidad de Valencia as external evaluators.

July 7th 2020.

Name	Institution	Signature
Meritxell Calbet Montcusí	Universidad Viña del Mar	
Claudia Astudillo Astudillo	Universidad Viña del Mar	
Sophie Butler Margalef	Universidad Viña del Mar	