


 Ministry of Education and Sports	<p align="center">PROJECT LAO/029 Skills for Tourism</p>	 Luxembourg Development Cooperation Agency
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NOTICE OF CALL FOR EXPRESSIONS OF INTEREST LAO/029 17 529

Title: Tourism and Hospitality (T/H) Enterprise Survey of Employment and Skills
Maximum budget: 100 000 EUR – performance period of six months

The Luxembourg Development Cooperation Agency (LuxDev) launches a Call for Expressions of Interest for the acquisition of services to conduct a comprehensive Tourism and Hospitality (T/H) Enterprise Survey of Employment and Skills in the tourism and hospitality sector on behalf of Project LAO/029 - Skills for Tourism receiving financial support from the Governments of Lao PDR, Switzerland and the Grand Duchy of Luxembourg.

Services providers that are invited to express their interest to offer the services mentioned above are all legally established companies governed by private law (excluding non governmental organisations, not-for-profit organisations and public operators) and specialised in services in Lao PDR.

Indicatively, services providers will have to demonstrate their technical capacity and experience in

- (i) developing sampling framework
- (i) design and testing of survey, including the use of tablets and associated survey software
- (ii) preparation for and implementation of field research in Lao PDR (research will be conducted in Lao language)
- (iii) data entry, cleaning and analysis
- (iv) report writing

The start of the contract is foreseen for early October 2017 and for a duration of six months. Services providers must be available for the entire period foreseen and have the capacity to conduct field research across 17 provinces plus Vientiane Capital. The maximum budget available for this contract is estimated at 100 000 EUR (all taxes excluded).

Interested services providers are invited to submit sufficient documentation to respond to the selection criteria. The dossier, including the selection criteria and the application form is available on request at the address given below.

The shortlist of candidates invited to submit a full offer will be established with a minimum of three (3) and of maximum eight (8) candidates evaluated as qualified and ranked if necessary against the selection criteria.

Expressions of interest, exclusively drawn up in English, must reach the following address by email and/or postal mail no later than 15.08.2017 at 15.00 (local time):

Project LAO/029 – Skills for Tourism
Khounboulom Road, Ban Watchan
Chanthabouly District
Vientiane, Lao PDR

Email: procurement.lao029@luxdev.lu

Requests for clarifications shall be sent to the email address given above.

Only shortlisted candidates will be invited to submit a full offer.

Services providers interested by this Call for Expressions of Interest may also consult LuxDev's website: www.luxdev.lu (Tender notices: Services – Status: Information – Area: Lao PDR)