



OFFICE OF THE DEPUTY PRIME MINISTER
MINISTRY FOR EUROPEAN AFFAIRS
PARLIAMENTARY SECRETARIAT
FOR THE EU PRESIDENCY 2017 AND EU FUNDS

Cohesion Policy 2007 -2013
Operational Programme II PA 4
Empowering People for More Jobs and a Better Quality of Life

REQUEST FOR QUOTATIONS – ref. GRTU 051015.2.2

Request for Training Services - Digital Marketing

Empowering Internal Skills and Resources

ISSUED ON: 14/09/2015

DEADLINE: 05/10/2015



Operational Programme II – Cohesion Policy 2007 – 2013
Empowering People for More Jobs and a Better Quality of Life
Project may be part-financed by the European Union
European Social Fund (ESF),
Co-financing rate: 85% EU Funds; 15% National Funds



Investing in your future

1. Objective

GRTU is requesting quotations for the provision of training services to empower internal skills and resources and build the skills capacity of GRTU's staff members targeting the objectives of an employer's association.

The cost of this initiative may be part financed by the European Union European Social Fund under Operational Programme II – Priority Axis 4. Results of selected provider would be communicated after the 1st October 2015 pending results from this project.

The selection of the successful bidder will be made according to the cheapest amongst the most technically complaint service providers.

2. Deliverables

Training – Digital Marketing

The contents of the areas being proposed need to deal with the following areas:

- Digital Marketing
- Email Marketing
- Web campaign
- Social Media marketing
- Mobile Marketing
- Search Engine Optimisation for website
- Digital display advertising

No. of participants: Training sessions would be delivered to 1 participant.

Timeframe: It is compulsory that training would be held and completed in October or November 2015. Certification must be awarded to participant upon completion of training programme.

No. of hours/days of training: Must not exceed 5 working days.

Venue of training: Training must be held in Malta.

3. Timeframe

Quotations must reach GRTU offices via electronic mail on admin@grtu.eu by no later than **5th October 2015 by noon**. All prices must quote VAT separately and in full where applicable.

4. Evaluation Criteria

The cheapest amongst the most technically complaint service providers will be chosen.

Only quotations submitted in the stipulated format below will be considered

Quotation date: _____



Supplier's details:

Company's name:

Contact person's name and surname:

Company's Address:

Telephone number:

Email Address:

Training topics submitting bid for:

Description of training being proposed:

Objectives of proposed Training:

Trainer justification (according to section 2. applicable for training 1 & 2)

No. of days or hours of training being proposed: _____

Dates of training being proposed: _____

Cost of trainer (euro):

Net: _____

Vat (if applicable): _____

Total: _____



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