



TENDER FOR A CONSULTANCY

Prison law monitoring & research in BULGARIA

1. General Information

- Title of Consultancy: Monitoring of domestic legal news on prisons and prisoners' rights in BULGARIA & Field research on the impact at domestic level of European interventions on structural/systemic problems in BULGARIA's prison system
- Consultancy Start and End date: 1 February – 31 December 2023
- Estimated total amount of working days: 15-18
- Location of consultancy: Remote
- Application closing date: **20 January 2023 COB** (applications get reviewed on a rolling basis, earlier applications received will get preferential treatment)
- Contact person: beranger.dominici@prisonlitigation.org

2. Background information

The *European Prison Litigation Network* (EPLN) is an international network of NGOs aiming to heighten the judicial protection of prisoners' fundamental rights in Europe.

To this end, EPLN develops its action in three priority areas: the promotion of prisoners' access to justice, the defense of prisoners' access to healthcare and the prevention of violence, ill-treatment and torture in prison.

The consultancy takes place in the framework of the "PrisonCivilAct" project, funded by the European Union (EU). The project gathers partners from 14 EU countries and aims to enhance NGOs' capacity to impact on prison and penal policies at domestic and European level and to resolve structural problems of prison systems in the continent.

3. Objectives and Deliverables

The aim of the consultancy is to contribute to a:

- A coordinated monitoring of domestic prison legal news in 14 EU countries by providing regular information on legal evolutions on prison and prisoners' rights in BULGARIA. The coordination is ensured by the EPLN Secretariat. The end product is a roundup of domestic prison legal news published on a quarterly basis and disseminated to the broader public via mailing lists and social media.
- A comparative research on the impact at domestic level of European interventions on structural/systemic problems affecting prison systems in nine EU countries subject to pilot or quasi-pilot judgments, by conducting a field and desk research in BULGARIA. The end product is a comparative research report compiling the findings of each national reports. The final research report's findings are to be presented during a conference.

The deliverables the consultant is expected to submit are:

- For the legal monitoring: **6 legal monitoring reports**, each on a bimonthly basis
- For the research: **1 domestic research report** based on desk and field research (including mostly interviews with relevant stakeholders in the prison field).

All deliverables are to be submitted in English, in electronic form, in Word format, in accordance with the guidelines and deadlines agreed. The consultant is responsible for quality control of language accuracy. The submission should be sent in a way that directly enables publication.

4. Methodology

Monitoring and research guidelines will be communicated by the EPLN Secretariat to the winner of the tender.

The guidelines will include:

- For the legal monitoring: guidance on the scope of the legal monitoring, and a legal monitoring report template;
- For the research: guidance on the scope of the research and the research questions to be answered, suggestions as to the relevant stakeholders to be approached for the field research.

5. Tentative timeline

Tender closure	20 January 2023
Consultant selection	By 27 January 2023
Reports submission deadlines <i>(The contract signed with the consultant will include a detailed work plan)</i>	<u>Legal monitoring reports</u> : 3 March 2023, 5 May 2023, 5 July 2023, 5 September, 3 November 2023, 31 December 2023 Research report: 31 May 2023

6. Selection criteria and evaluation process

The applicant can be either a **legal entity** (NGO, University, Bar association...) or an **individual expert**.

Whether a legal entity or individual, the applicant should be able to demonstrate :

- Adequate **qualification** (education and experience background) in a relevant academic field (Bulgarian penal and prison law, human rights law, European law);
- In-depth **knowledge of European human rights law** (in particular of the case law of the European Court of Human Rights), **Bulgarian penal and prison law** and **prisoners' rights**;
- Knowledge/experience in **human rights legal monitoring**;
- Perfect command of **written Bulgarian and English** (C1 level);
- Ability to work under **strict deadlines**;
- Ability to guarantee **complete confidentiality**.

Two criteria will be taken into account during the application review process:

- Qualification and previous experience (80% of the total evaluation)
- Overall cost (20% of the total evaluation)

7. Remuneration and costs

Candidates should provide a detailed breakdown of the estimated costs, including the estimated number of days worked and the standard daily rate (inclusive of taxes and other charges).

The selected consultant will be required to confirm his/her rate before the conclusion of the contract.

8. Submission process

Application should include the following elements, in English language:

- For legal entities only: a brief description of the entity (name, history, tasks, expertise);
- A letter/email describing your motivation and qualifications for the assignment in a few sentences;
- Curriculum vitae of the consultant or of the team involved in the implementation of the consultancy;
- Two examples of and references to other similar works that have been undertaken previously;
- Cost estimate.

Applications should be sent via email by 20 January 2023 COB to beranger.dominici@prisonlitigation.org / Please indicate „Consultancy PRISONCIVILACT – BG” in the subject of your email.

Questions related to the services and the selection procedure can be sent until 15 January 2023 COB to beranger.dominici@prisonlitigation.org

This announcement shall not be construed as a contract or a commitment of any kind. This call for tender does not obligate the EPLN to award a contract, nor does it commit the EPLN to pay any cost incurred in the preparation and submission of the proposal.