



TENDER FOR A CONSULTANCY

Prison law monitoring in LITHUANIA

1. General Information

- Title of Consultancy: Monitoring of domestic legal news on prisons and prisoners' rights in LITHUANIA
- Consultancy Start and End date: 1 February – 31 December 2023
- Estimated total amount of working days: 7-10
- Location of consultancy: Remote
- Application closing date: **20 January 2023 COB** (applications will be reviewed on a rolling basis, earlier applications 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 levels and to resolve prison systems' structural problems in the continent.

3. Objectives and Deliverables

The aim of the consultancy is to contribute to 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 LITHUANIA.

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.

The deliverables the consultant is expected to submit are **6 legal monitoring reports**, each on a bimonthly basis

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

The guidelines will include:

- guidance on the scope of the legal monitoring;
- a legal monitoring report template.

5. Tentative timeline

Tender closure	<i>20 January 2023</i>
Consultant selection	<i>By 27 January 2023</i>
Reports submission deadlines <i>(The contract signed with the consultant will include a detailed work plan)</i>	<i><u>Report covering December 2022-February 2023: by 3 March 2023</u></i> <i><u>Report covering March-April 2023: by 5 May 2023</u></i> <i><u>Report covering May-June 2023: by 5 July 2023</u></i> <i><u>Report covering July-August 2023: by 5 September 2023</u></i> <i><u>Report covering September-October: by 3 November 2023</u></i> <i><u>Report covering November-December: by 31 December 2023</u></i>

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 (Lithuanian 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), **Lithuanian penal and prison law**, and **prisoners' rights**;
- Knowledge/experience in **human rights legal monitoring**;
- Perfect command of **written Lithuanian 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 – LT” 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.