

TASK BOOK

on the acquisition

**Training services for the beneficiaries of the Project
2SOFT/1.1/11 "Cross-Border Regional Hub of Competences for
the Automotive Industry (CROSSCOMP)"**

through the acquisition
procedure

PRAG

- 1. Name of the Contracting Authority:** PI Technical University of Moldova
- 2. CPV code:** 80531000-5 - *Training services in the field of industry and technology*
- 3. List of requested services:**

Nr.	CPV code	Name of requested services	Unit of measurement	The quantity	Full technical specification required, Reference standards
LOT 1 Training services <i>(budget line 5.5.1)</i>					
1.1	80531000-5	Training services for Project beneficiaries 2SOFT/1.1/11 <i>"Cross-Border Regional Hub of Competences for the Automotive Industry"</i>	Training course	<p>Group I (modules 1-6 up to 50 people)</p> <p>Group II (module 7 to 15 people)</p>	<p>Training course:</p> <ul style="list-style-type: none"> - Course duration: 7 days of 8 hours per day (for Group I) and 2 days of 8 hours each (for Group II); - Number of students in the group: <u>Group I up to 50 (for modules 1-6) and Group II up to 15 (for module 7);</u> - Number of groups: 2; - Implementation period: 7 days (Group I) and 2 days (Group II) in the time period July 01 - July 31, 2022; <p>The provider will be responsible for organizing the entire training process according to the Task Book.</p>
The estimated value: up to maximum of 5,000.00 EUR (without VAT)					

*VAT=0,00 lei according to GD no. 866 of 09.12.2020 point 293²²⁴ (8721176714732), by which amendments were made to the Government Decision no. 246 of April 8, 2010 *on the application of fiscal and customs facilities related to the implementation of ongoing technical and investment assistance projects, which fall under the scope of international treaties to which the Republic of Moldova is a party.*

4. Topics addressed during the training:

Nr.	Module name	Subjects addressed in each module	Nr. of hours
1.	Automotive research and innovation	1. Current requirements for automobiles and automotive design methods	2 hours
		2. Automotive research and innovation	2 hours
		3. Advanced vehicle design	2 hours
		4. Innovative automotive manufacturing technologies	2 hours
		5. Interaction of vehicle systems	3 hours
		6. Car steering systems: the evolution from mechanics to intelligent systems	3 hours
		7. Moderate discussions on the topics of this module	2 hours
2.	Automotive control panel systems	1. Electronic control units for traditional automobiles (MAS & MAC)	3 hours
		2. The composition and operation of electronic control units for automobiles	3 hours
		3. Moderate discussions on the topics of this module	2 hours
3.	Electric and hybrid automotive	1. Electric and hybrid automotive	3 hours
		2. Control systems for hybrid and electric automotive	3 hours
		3. Moderate discussions on the topics of this module	2 hours
4.	Technical testing and diagnostic systems for automobiles	1. Modern automotive technical diagnostics systems	3 hours
		2. Technical testing and diagnostic methods applied in automotive	3 hours
		3. Moderate discussions on the topics of this module	2 hours
5.	Organizing trips to auto-service companies and car component manufacturers in the Republic of Moldova	1. Organizing trips to auto-service companies and car components manufacturers in the Republic of Moldova and video documentation / recording of the trip	8 hours
6.	Automotive start-ups	1. Training / training cycle on the issue of start-ups in the field of automotive	8 hours
7.	Webinars for training, development and administration of online courses on the Moodle platform	1. Instruction, training in the development and administration of online courses on the Moodle platform	8 hours
		2. Development and administration of the online course on the Moodle platform to promote the materials within these training courses	8 hours

5. Requirements for the activities required for the conduct of training courses:

- a) Course materials will be developed using practical and innovative work tools (presentations, case studies, examples, etc.);
- b) Providers will develop the curriculum specific to the training course, according to the theme and the full course support, in compliance with the minimum requirements indicated in the Task Book;
- c) Providers will be responsible for contacting the beneficiaries and inviting them to the course, according to the established schedule;
- d) Providers will make available to participants the course support in electronic format, on the online platform Moodle, sent to the e-mail addresses of the beneficiaries;
- e) After completing the training course, the participants will be surveyed, the service provider will prepare a form with questions, which will be sent to the contracting authority to introduce them on the online platform Moodle and make them available to the training beneficiaries.;
- f) The provider will draw up reports to which he will attach the results regarding the daily situation of attendance at the courses (the contracting authority will provide the provider with a model report). The attendance sheet will be drawn up so that the presence of the beneficiaries is checked daily;
- g) The training courses stipulated in module 7 in point 4 "*Topics addressed during the training*" will be conducted online, using solutions for video conferencing and online meetings (Microsoft Teams or others), which will allow group video calls, will contain interactive chat, where beneficiaries will have the opportunity to ask questions to trainers, will contain options to share the screen, for trainers' presentations;
- h) Providers will be responsible for ensuring the transmission of high quality video / audio signal, so that the material presented by the trainer is visible, the sound is clear to the beneficiaries of the training courses stipulated in module 7 in point 4 "*Topics addressed during the training*";
- i) Providers will be responsible for hiring a person who will assist the Trainers in the process of conducting the training courses stipulated in module 7 in point 4 "*Topics addressed during the training*", the assistant will supervise the activity of the beneficiaries, will follow and systematize the questions sent of the beneficiaries of the training, will verify the presence of the beneficiaries with the elaboration of the corresponding list, providing specialized support;
- j) The offers will include all the expenses related to the services specified above, specifying the total price and detailing the unit prices.

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