

Call for Tender to support political party work

The Alliance of Liberals and Democrats for Europe Party (ALDE Party) brings together parties with common liberal, democrat and reform ideas from more than 40 European countries. The Brussels-based ALDE Party Secretariat supports the activities of the Party; organises its meetings; manages its external communication; and facilitates European policy development and networking amongst liberal parties.

3-years FWC for Political consultancy services

1. Purpose of the contract

The ALDE Party is seeking proposals from qualified consultants to support the development and enhancement of our teams. In view of our strategic outlook for the next three years, towards the 2029 European elections, we are aiming to advance our organization's strategy, for which ALDE Party will offer a three-year service contract.

In order to facilitate the best possible service provider on each of the services required, the tender is divided in lots.

This tender comprises the following two (2) lots:

- Lot 1: Political consultancy services (maximum total estimated value of the lot is 180.000€ based on an indicative annual expenditure of 60.000€ excl. VAT).
- Lot 2: Female political empowerment services (maximum total estimated value of the lot is 114.000€ based on an indicative annual expenditure of 38.000€ excl. VAT).

The specific services required, as well as the nature and duration of the contract for each lot, are described in detail in the corresponding sections of the call for tender. The list is not exhaustive, however and may be adjusted at any point to conform to the Organisation's evolving needs. Tenderers may submit a tender for one or more lots. The lots are independent of each other.

Any offer proposing a rate higher than the maximum rate specified in this Call for Tender will be considered non-compliant and will not be evaluated by the Evaluation Committee.

2. Nature and duration of the contract

Lot I – Political services

A framework contract (FWC) establishes a mechanism for future repetitive purchases by the contracting authority (ALDE Party) to be awarded in the form of order forms. Actual implementation and budgetary commitment will be executed through the issuance Order Forms during the contractual period.

The Contracting Authority guarantees a minimum workload commitment of 60 days per calendar year.

This workload is strictly demand-driven and will not be distributed evenly across the year (it will not follow a fixed monthly allocation). Instead, the volume of days will fluctuate monthly based on operational needs and workload density.

To ensure operational predictability and efficient resource planning, the following forecasting mechanism will apply:

- Quarterly forecasts: At least fifteen (15) days prior to the start of each calendar quarter, the Contracting Authority will provide the Contractor with a non-binding, rolling 90-day forecast indicating the projected allocation of days per month.
- Monthly activation: Based on the quarterly forecast, the Contracting Authority will issue monthly Order Forms to formally authorize and lock in the exact number of days required for the upcoming month.

To accommodate unforeseen increases in workload, the Contracting Authority retains a unilateral modification option to request up to fifteen (15) additional days per calendar year.

- Maximum threshold: Consequently, the absolute cumulative ceiling for services under this Framework Agreement is strictly limited to 75 days per calendar year.
- Activation of optional days: Any additional days requested under this option will be activated via a formal specific order form, subject to a pre-defined notice period, and will be remunerated at the standard daily rate established in the initial Financial Offer.

The framework contract will be concluded for an initial duration of twelve (12) months, with an expected start date of September 2026. The actual commencement of services may occur later than the expected start date, depending on operational requirements and the availability of the contractor.

Contracts may be renewed for up to two (2) additional years, on an annual basis, subject to satisfactory performance by the contractor and the availability of budgetary resources. The stated start date is indicative and does not guarantee the precise timing of service requests.

For Lot 1, this procedure will result in the award of 1 framework contract.

Lot II - Female political empowerment services

A framework contract (FWC) establishes a mechanism for future repetitive purchases by the contracting authority (ALDE Party) to be awarded in the form of order forms. Actual implementation and budgetary commitment will be executed through the issuance Order Forms during the contractual period.

The Contracting Authority guarantees a minimum workload commitment of 40 days per calendar year.

This workload is strictly demand-driven and will not be distributed evenly across the year (it will not follow a fixed monthly allocation). Instead, the volume of days will fluctuate monthly based on operational needs and workload density.

To ensure operational predictability and efficient resource planning, the following forecasting mechanism will apply:

- Quarterly forecasts: At least fifteen (15) days prior to the start of each calendar quarter, the Contracting Authority will provide the Contractor with a non-binding, rolling 90-day forecast indicating the projected allocation of days per month.
- Monthly Activation: Based on the quarterly forecast, the Contracting Authority will issue monthly Order Forms to formally authorize and lock in the exact number of days required for the upcoming month.

To accommodate unforeseen increases in workload, the Contracting Authority retains a unilateral modification option to request up to five (5) additional days per calendar year.

- Maximum threshold: Consequently, the absolute cumulative ceiling for services under this Framework Agreement is strictly limited to 45 days per calendar year.
- Activation of option days: Any additional days requested under this option will be activated via a formal specific order form, subject to a pre-defined notice period, and will be remunerated at the standard daily rate established in the initial Financial Offer.

All framework contracts will be concluded for an initial duration of twelve (12) months, with an expected start date of September 2026. The actual commencement of services may occur earlier or later than the expected start date, depending on operational requirements and the availability of the contractor.

Contracts may be renewed for up to two (2) additional years, on an annual basis, subject to satisfactory performance by the contractor and the availability of budgetary resources. The stated start date is indicative and does not guarantee the precise timing of service requests.

For Lot 2, this procedure will result in the award of up to 2 framework contracts.

3. Maximum estimated value of the contract:

The total maximum estimated value of this procurement, covering all lots and the entire duration of the contracts, including any renewals and all potential assignments awarded under the framework agreements, is estimated at EUR 294.000€ (exclusive of VAT and travel expenses).

- Lot 1 - Political services: The total maximum estimated value of the lot is 180.000€ excluding VAT, based on an indicative annual expenditure of 60.000€ excl. VAT.

- Lot 2- Female political empowerment services: The total maximum estimated value of the lot is 114.000€ excluding VAT based on an indicative annual expenditure of 38.000€ excl. VAT.

The total contract ceilings indicated above represent an absolute budgetary limit and not the expected contract value. Offers will be evaluated based on the principle of 'Most Economically Advantageous Tender' (MEAT), where the competitiveness of the price remains a primary factor in the final ranking. Any offers received exceeding the indicated budgetary limits will not be evaluated.

4. Price revision

The fees stipulated in the offers submitted to this tender are subject to potential review and adjustment to account for inflationary factors as of year 2 following the signature of the agreement. Such adjustments, if necessary, will be determined based on changes in the Consumer Price Index (CPI) with the application of the following formula:

$$Pr = Po \times (I_r / I_o)$$

where:

Pr = revised price

Po = price in the tender

Io = index for the month in which the framework contract enters into force

Ir = index for the month in which the request to revise prices is received

Price adjustments shall be indexed to the official Consumer Price Index (CPI) of the Contractor's country of domicile, as published by the relevant national statistical authority

Requests by the contractor to indexate the prices must be made before the yearly anniversary of the contract since its entry into force.

5. Detailed description of the services to be provided

5.1 Lot 1 – Political services

A description of the domains is given hereafter. It should be noted that the descriptions are indicative, and the definitions are non-exhaustive:

The Contractor's work will be divided in three areas of expertise:

1. Research and data analysis and strategic advice:

Provision of strategic advice and support to the Political Unit in developing campaign strategies, empowerment programs, and activities. Assist in drafting surveys and focus group questionnaires and perform analytical assessments of their results. Based on these results, the contractor is expected to meet with the ALDE Party leadership and member parties' leadership to identify potential common strategies and unify their approach at EU level.

2. Trainings and empowerment sessions:

Facilitation of trainings, coordination of best practice sharing programs and activities and provision of strategic planning retreats targeted to ALDE staff and ALDE Party stakeholders.

3. ALDE Party strategy:

Draw conclusions from the 2024 European Parliament elections and advise the ALDE party management on priorities and strategy to reinforce the party and its electoral support in view of the 2029 campaign for the next European elections'.

The Contractor will present monthly reports based on the number of days worked and the type of services delivered.

5.2 Lot 2 – Female political empowerment services

A description of the domains is given hereafter. It should be noted that the descriptions are indicative, and the definitions are non-exhaustive.

The Contractor shall contribute to the ongoing development, strategic positioning, and public visibility of the Alliance of Her program, an initiative dedicated to strengthening women's leadership and participation within liberal politics across Europe. For more information on the program's story, values, and goals please refer to the website of the program: <https://www.theallianceofher.eu/>.

In this capacity, the Contractor will provide high-level strategic counsel to support the program's long-term objectives, including the design, refinement, and implementation of initiatives that foster the political empowerment of women at all stages of their careers—from emerging activists and young professionals to experienced political actors.

The Contractor's work will be divided in three areas of expertise:

- Strategic development and advisory support:
Offering informed guidance on the overall direction of the Alliance of Her program, ensuring alignment with broader organizational goals related to gender equality, political inclusion, and liberal democratic values.
- Delivery of leadership academies:
Contributing to the design and facilitation of training academies, workshops, and mentoring sessions for the academy participants. These activities will focus on skills development, political strategy, leadership communication, campaigning techniques, and network-building.

- Mentorship and knowledge exchange:
Engaging directly with participants by sharing expertise, practical insights, and strategic experience from political and organizational contexts. This includes fostering peer-to-peer learning and creating spaces for dialogue on challenges and opportunities in political careers.

The Contractor will present monthly reports based on the number of days worked and the type of services delivered.

6. Subcontracting

A contractor may subcontract part of the services. Tenderers must state what part of the work, if any, they intend to subcontract and to what extent (i.e. what percentage of the total contract value). Tenderers shall also state the country or countries in which the subcontracted services are to be performed and, where possible, identify the proposed subcontractors. The overall responsibility of the work remains with the contractor.

7. Exclusion and selection criteria

7.1 Exclusion criteria

Participation in this tender procedure is only open to tenderers (all entities involved, including subcontractors and consortium members) that are not in a situation of exclusion as specified in Annex II, which includes:

1. Bankruptcy and insolvency situations
2. Non-payment of taxes or social security contributions
3. Grave professional misconduct
4. Fraud, corruption, participation in a criminal organization, etc.
5. Serious breach of contract

7.2 Selection criteria

7.2.1 Lot 1 – Political and Research Services

1. Experience of more than 10 years in political party work, training, and consultancy services, either individually or collectively as an organization. Evidence requested: professional profile (e.g CV, LinkedIn).
2. Provide evidence of experience working with political organizations from at least 5 ALDE member countries, demonstrating a broad understanding of international political dynamics within the ALDE Party's framework. Evidence requested: the tenderer must provide references of 5 projects delivered in cooperation with other political organisations in the past 5 years with details of the types of services delivered.

3. Excellent knowledge of English (written and spoken). Evidence requested: Curriculum vitae (CVs) of the consultant.

7.2.2 Lot 2 - Female Political Empowerment Services

1. Political training delivery experience: minimum of 10 years delivering political training or leadership development in a professional capacity with track record of impact. Tenderers must demonstrate experience delivering multi-session programmes (minimum 3 sessions per year, each 4 days) to cohorts of political professionals with a clear coaching methodology. Tenderers must have the capacity to follow up on questions and provide individual advisory conversations. Evidence requested: Curriculum Vitae (CV).
2. Expertise in women's political leadership: Tenderers must demonstrate specific experience and expertise working on women's political empowerment, including the facilitation of sessions on the gendered dimensions of political life: bias, hostile environments, confidence, visibility, and authority. Evidence requested: Provide 3 examples of projects managed in the past 5 years covering the above-mentioned fields.
3. Familiarity with European political structures, liberal values, or international advocacy network. Evidence requested: provide 2 prior examples of completed projects done in cooperation with political structures, liberal organisations or in the context of international advocacy networks.

8. Award criteria

8.1.1 Lot 1 – Political services

Award criterion	Weight	Evidence requested
<p>1) Quality of facilitation, training and capacity-building approach: Measures the ability to effectively transfer knowledge to participants of trainings:</p> <ul style="list-style-type: none"> • Structure, clarity, and pedagogical quality of proposed training sessions. • Methods for facilitating best-practice exchanges. • Relevance and usability of training materials. • Approach to facilitation in small and large groups. 	10%	<ul style="list-style-type: none"> • Submission of a comprehensive proposal for the design and implementation of a future pan-European training for ALDE Party members, aligned with the current challenges and opportunities facing liberal political actors across Europe. The proposal should include an outline of the training sessions (content, format and duration)
<p>2) Strategic advice: Measures the ability to effectively understand public opinion data and to turn it into recommendations for the ALDE Secretariat.</p> <ul style="list-style-type: none"> • Tenderers will be assessed on the quality and credibility of their proposed approach to in-person delivery, evaluated against the following sub-criteria: • Synthesizing large datasets into strategic recommendations. • Ability to translate complicated data and recommendations into stakeholder-facing presentations. • Understanding of political data and public opinion research. • Understanding of European politics with a specific focus on the reality of liberal and centrist voters. 	50%	<ul style="list-style-type: none"> • Preparation of a slide-deck based on a country output (ALDE will not use this outside of the tender evaluation) • A 1-page summary of the recommendations for ALDE Party based on the data in the country provided. <p><i>Due to confidentiality requirements, the exercise cannot be published online. Interested tenderers may request access to the documents by contacting us at compliance@aldeparty.</i></p>

<p>3) Research services: Tenderers will be assessed on the quality and credibility of their proposed approach to in-person delivery, evaluated against the following sub-criteria:</p> <ul style="list-style-type: none"> • Understanding of how political research works and the types of questions that are relevant to a political organization • Ability to prepare and advice on relevancy of certain questions, issue areas or other points of research to ALDE Party’s work 	<p>10%</p>	<ul style="list-style-type: none"> • Propose one additional survey question to the questionnaire provided that you think could provide further insights relevant to the work that ALDE Party does
<p>4) Price</p>	<p>30%</p>	<ul style="list-style-type: none"> • Annex I (pricing offer) template filled out, indicating prices exclusive of VAT.

8.2.1 Lot 2 – Female political empowerment services

Award criterion	Weight	Evidence requested
<p>1) Individual coaching impact: assesses the ability of the coach to effectively create a mentoring relationship with an individual working in a political context.</p>	<p>20%</p>	<ul style="list-style-type: none"> • Provide a concrete coaching plan you would put together for a political individual working in the ALDE political context. The coaching plan should include references to prior used “work methods” mentioning: <ul style="list-style-type: none"> ○ The nature of your coaching relationship and the advice or guidance you provided to the individual ○ Evidence that the individual acted meaningfully on that advice ○ The outcome achieved, and why that outcome was better than what would likely have occurred without your input
<p>2) Group learning framework: Measures the ability of the coach to effectively create a coherent framework for a group training, with a practical application and with relevance to a political leadership training context.</p>	<p>20%</p>	<ul style="list-style-type: none"> • Provide a conceptual framework you would apply to a group training program in the context of the Alliance of Her program. The framework should include references to prior used “work methods” demonstrating: <ul style="list-style-type: none"> ○ How the framework guided participants through a coherent learning journey ○ How it identified and addressed the varying needs, goals, and starting points within the group ○ How participants were supported to apply their learning in practice

<p>3) Training proposal: measures the ability of the coach to provide strategic development and advisory support, offering informed guidance on the overall direction of the Alliance of Her program, ensuring alignment with broader organizational goals related to gender equality, political inclusion, and liberal democratic values.</p>	<p>20%</p>	<ul style="list-style-type: none"> • Proposal of a specific programme for a 4-day session, from Thursday evening until Sunday afternoon, for The Alliance of Her programme. The proposal should include, at least, a time schedule for the 4 days, the titles of the sessions, the descriptions of the sessions and the goals of each of them.
<p>4) Price</p>	<p>40%</p>	<ul style="list-style-type: none"> • Annex I (pricing offer) template filled out, indicating prices exclusive of VAT.

9. Legal effects of the invitation to tender and submission of a tender

This invitation to tender is in no way binding on the contracting authority. The contracting authority's contractual obligation commences only when the contract with the successful tenderer is signed by both parties. Up to the signature of the contract the contracting authority may cancel the procurement procedure without tenderers being entitled to claim any compensation. Any such decision must be substantiated and tenderers notified.

10. How to apply

For Lot 1:

Please apply by sending a detailed proposal in English, addressing the below elements:

1. Overview of your entity addressing among other elements its background, experience, outreach and expertise in providing the required services.
2. Financial form (Annex I) filled out and signed.
3. Selection and exclusion criteria (Annex II) filled out and signed.
4. Evidence requested for selection criterion 1.
5. Evidence requested for selection criterion 2.
6. Evidence requested for award criterion 1.
7. Evidence requested for award criterion 2.
8. Evidence requested for award criterion 3.

For Lot 2:

Please apply by sending a detailed proposal in English, addressing the below elements

1. Overview of your entity addressing among other elements its background, experience, outreach and expertise in providing the required services.
2. Financial form (Annex I) filled out and signed.
3. Selection and exclusion criteria (Annex II) filled out and signed.
4. Evidence requested for selection criterion 1.
5. Evidence requested for selection criterion 2.
6. Evidence requested for selection criterion 3.
7. Evidence requested for award criterion 1.
8. Evidence requested for award criterion 2.

9. Evidence requested for award criterion 3.

Clearly indicate the lot(s) you are applying to, and structure your offer per lot, if you apply to both of them.

If you apply to both lots, please note that point 1 and Annex II only have to be submitted once.

Applications without all the requested information and documentation before the deadline of 17 July 2026 at 23:59 CET will not be considered.

11. Deadlines

Tenders must be submitted filled in and signed, by **17 July 2026** at 23:59 CET to Marco Cherif, Compliance and Finance Officer, at compliance@aldeparty.eu. The deadline for the selection of the tenderer is set by 19 August 2026.

For any questions regarding this call for tender (Lot 1), please contact Raphael Velez, Research and Campaigns Manager at rvelez@aldeparty.eu with the Compliance team in cc at compliance@aldeparty.eu.

For any questions regarding this call for tender (Lot 2), please contact Adam Vink, Alliance of Her Manager at avink@aldeparty.eu with the Compliance team in cc at compliance@aldeparty.eu.

No questions will be replied after the 3 July 2026.