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EU4GREEN
RECOVERY
EAST

EU4 Green Recovery East (700002623)

Recovery through a Circular Economy and Pollution Reduction in the Eastern Partnership countries

TERMS OF REFERENCE

Website Maintenance, Support and Development Services

1. Background

The EU4Green Recovery East (EU4GRE) is a regional programme funded by the European Union to support Eastern Partnership countries (Armenia, Azerbaijan, Georgia, Moldova, and Ukraine) in transitioning to a circular economy, improving water management, strengthening environmental data systems, aligning with the EU environmental acquis, and enhancing cross-border cooperation. The programme builds upon previous EU support in the region, including the EU4Environment – Water and Data and the EU Water Initiative + projects, for which OiEau coordinated the communication and maintains the respective websites.

2. Purpose

The purpose of this assignment is to support the maintenance, technical support, security, performance optimisation and functional development services for the [EU4GreenRecoveryEast website](#) and related websites, all developed using the Joomla CMS.

Services shall be performed upon written request of the Contracting Authority, on an as-needed basis within the overall maximum contract amount defined below. No minimum volume of services is guaranteed.

3. Financing

European Union

4. Procedure

In line with EF Procurement rules

5. Contracting Authority

International Office for Water (OiEau) – France

6. Nature of contract

Framework Agreement with Purchase Orders

7. Time period of implementation

Mai 2026 – December 2028

Implementing partners:





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8. Maximum contract value (optional)

The total maximum contract value shall not exceed EUR 9,000 (excluding VAT). This amount represents a maximum budget only, with no guarantee of minimum services.

9. Scope of work

OIEau will notify the Contractor by email of any task to be performed under the scope of this contract. Upon receipt of such request, the Contractor shall acknowledge it by email, confirming receipt and indicating the estimated time required to complete the task, as well as a proposed delivery deadline.

The services that may be requested from the Service Provider include, but are not limited to, the following:

1 Technical maintenance and updates

- Updates of the Joomla core, templates, modules, plugins and extensions;
- Verification of compatibility of extensions following updates;
- Correction of technical issues related to version changes.

2 Functional modules

- Maintenance, verification and correction of specific modules, including those enabling:
 - keyword-based search;
 - display and consultation of results and content;
- Diagnosis and resolution of functional malfunctions.

3 Content integrity and display

- Verification of content integrity and completeness following updates;
- Correction of display issues (responsive design, browser compatibility, screen resolutions);
- Identification and correction of broken links and navigation errors.

4 Performance and database optimisation

- Analysis and optimisation of overall website performance;
- Optimisation and maintenance of databases (cleanup, performance, consistency);
- Identification and resolution of performance degradation.

5 Security and backups

- Monitoring of known vulnerabilities related to Joomla and installed extensions;
- Implementation of necessary security patches and corrective measures;
- Execution and verification of regular backups (files and databases);

Implementing partners:

umweltbundesamt^U
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International Office
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OECD
BETTER POLICIES FOR BETTER LIVES

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UNITED NATIONS
INDUSTRIAL DEVELOPMENT ORGANIZATION
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- Technical support in case of security incidents.

6 Developments and enhancements

- Creation or modification of pages, sections or modules upon request;
- Minor graphical or functional adjustments;

14. Payment modalities

The Contractor shall be remunerated on the basis of a fixed daily rate (EUR/day). The daily rate shall cover all costs related to the performance of the Services, unless otherwise agreed.

Invoices shall be submitted on a monthly basis, and must be accompanied by a detailed intervention report indicating the tasks performed and the time spent.

Payment shall be made by bank transfer, in euros, to the account specified in the Financial Identification form, following the receipt of a valid invoice and validation of services by the EU4GRE Communication Manager.

Payments shall be made on a quarterly basis, covering all validated invoices issued during the relevant three-month contractual period. The first period shall start on the effective date of the Contract and subsequent periods shall follow consecutively.

15. Intellectual property rights

All intellectual property rights, including source code, content structure, visuals, and documentation, shall remain the exclusive property of OiEau and the EU4GRE programme. The service provider shall not reuse or repurpose any elements of the website without written permission.

16. Participation to the tender

Interested persons are invited to inquire the tender dossier by email from Ms. Ilke CICEKOGLU, project assistant:

Email address: i.cicekoglu@oieau.fr

- Tender Submission Form (B1)
- Legal Identification Form (B2)
- Declaration of Honour (B3)
- Financial Identification form (B4)
- Financial offer form (B5)
- CVs, references

The deadline for the submission of the offers is **18 May 2026** at 18:00 CET

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