EUROPEAN EDUCATION AND CULTURE EXECUTIVE AGENCY (EACEA)
ERASMUS+ CAPACITY BUILDING IN HIGHER EDUCATION (CBHE)

TERMS OF REFERENCE (ToR)

Selection of an External Quality Assurance (QA) Expert
Project: Green Campus Initiative: Integrating Sustainability into Higher Education in Uzbekistan (GreenCamUz)
Project Number: 101234907 — Call: ERASMUS-EDU-2025-CBHE-STRAND-1

Call Identifier: ERASMUS-EDU-2025-CBHE-STRAND-1
Subcontract Tasks: WP1 (Task 1.4) — S1.1 & S1.2
Contracting Authority: Qo'qon universiteti (Kokand University, Project Coordinator)
Submission Deadline: November 20, 2026

1. PROJECT BACKGROUND AND CONTEXT

The project "Green Campus Initiative: Integrating Sustainability into Higher Education in Uzbekistan" (Project Acronym: GreenCamUz, Project Number: 101234907) is an Erasmus+ Capacity Building in Higher Education action funded under the ERASMUS Lump Sum Grant model (Topic: ERASMUS-EDU-2025-CBHE-STRAND-1) by the European Education and Culture Executive Agency (EACEA). The duration of the project is 36 months, coordinated by Qo'qon universiteti (Kokand University, Uzbekistan).

The project consortium consists of the following higher education institutions and partner organizations:

- **1.** Qo'qon universiteti mas'uliyati cheklangan jamiyati (KU, Uzbekistan) - Coordinator
- **2.** Politechnika Opolska (PO, Poland) - Beneficiary
- **3.** Vilniaus Gedimino technikos universitetas (VILNIUS TECH, Lithuania) - Beneficiary
- **4.** Karabuk University (KBU, Türkiye) - Beneficiary
- **5.** Tashkent International University (TIU, Uzbekistan) - Beneficiary
- **6.** Central Asian University of Environmental and Climate Change Studies Green University (CAGU, Uzbekistan) - Beneficiary
- **7.** Alfraganus University (AFU, Uzbekistan) - Beneficiary
- **8.** Andijan State Technical Institute (ASTI, Uzbekistan) - Beneficiary
- **9.** O'zbekiston Respublikasi Vazirlar Mahkamasi huzuridagi Biznes va tadbirkorlik oliy maktabi (GSBE, Uzbekistan) - Beneficiary
- **10.** Ministry of Ecology, Environmental Protection and Climate Change of the Republic of Uzbekistan (Minecology) - Associated Partner
- **11.** Ministry of Higher Education, Science and Innovation of the Republic of Uzbekistan (MHESIRUZ) - Associated Partner
- **12.** Tashkent State University of Oriental Studies (TSUOS) - Associated Partner

2. OBJECTIVE OF THE ASSIGNMENT

In accordance with Work Package 1 (Project Management and Quality Assurance, Task 1.4: Progress monitoring and evaluation of quality assurance) and Milestone MS3 of the Grant Agreement, the consortium requires an external, independent expert for the quality assessment of the project processes and results. The external evaluator will conduct an objective assessment of project progress, evaluate the quality of deliverables, and submit independent external quality assurance reports at the mid-term and final stages of the project.

3. SCOPE OF WORK AND EVALUATION DOMAINS

The External Quality Assurance Expert will independently monitor and evaluate the deliverables across the work packages:

- • Work Package 1 (Project Management and Quality Assurance): Review project management structures, quality assurance mechanisms, and compliance with the Quality Assurance Plan (D1.2).
- • Work Package 2 (Green Campus Strategy Development): Assess the comprehensive Green Campus Strategies developed for the 6 Uzbek partner universities, implementation roadmaps, and the monitoring and evaluation framework (D2.1).
- • Work Package 3 (Curriculum Development and Integration): Evaluate the 12 newly developed sustainability-focused courses/modules (D3.1) and their formal integration into accredited university curricula (D3.2).
- • Work Package 4 (Capacity Building and Training): Review the implementation and outcomes of the 3 specialized training events (at OUTech, KBU, and GSBE) for faculty and administrative staff, and the Green Campus Ambassador Program training (D4.1, D4.2).
- • Work Package 5 (Sustainable Infrastructure Implementation): Assess the execution, technical guidelines, and documentation of the 6 pilot projects implemented across the partner institutions (D5.1, D5.2).
- • Work Package 6 (Community Engagement and Networking): Evaluate the functionality and user engagement of the virtual platform (1000+ users), business and community partnership agreements, and the annual Green Campus Conferences (D6.1 - D6.5).
- • Work Package 7 (Impact and Dissemination): Review the project dissemination reach, website, promotional materials, exploitation and sustainability plans (D7.1 - D7.5).

4. CONTRACTUAL DELIVERABLES AND TIMETABLE

In line with Annex 1 (Description of the Action) and the Subcontracting Schedule, the expert must produce two independent reports in English (electronic PDF format):

Subcontract Ref.	Linked Deliverable & Milestone	Deliverable Description	Due Date	Budget Allocation
Subcontract S1.1	D1.4 (Milestone MS3)	Mid-term External Quality Assurance Report (Independent evaluation of project processes, initial deliverables, WP1-WP4	Month 18	50% of proposed budget

		progress, and interim quality findings)		
Subcontract S1.2	D1.5 (Milestone MS3)	Final External Quality Assurance Report (Comprehensive summative external evaluation of all project processes, 6 pilot implementations, 12 courses, and sustainability)	Month 36	50% of proposed budget

5. QUALIFICATION AND ELIGIBILITY CRITERIA

The selection of external experts will be determined by their credentials in the quality assurance of project results, in accordance with the Grant Agreement:

- • **Academic Background:** Advanced academic degree (Master's or Doctorate/PhD) in Education, Environmental Science, Engineering, Management, or related relevant fields.
- • **Professional Experience:** Proven professional experience in academic quality assurance, monitoring, higher education curriculum evaluation, or accreditation.
- • **Project Experience:** Prior experience in European Union funded projects (such as Erasmus+ CBHE, Tempus, or Horizon) is highly desirable.
- • **Language Proficiency:** Fluency in English (working and reporting language).
- • **Absence of Conflict of Interest:** Applicants must have no conflict of interest and must not be involved as personnel in any partner institution of the GreenCamUz consortium.

6. FINANCIAL CONDITIONS AND PAYMENT

• Payments will be executed by Kokand University in two installments: 50% upon receipt and consortium approval of the Mid-term Report (M18), and 50% upon receipt and consortium approval of the Final Report (M36).

7. SUBMISSION OF APPLICATIONS

Interested candidates must submit the following application documents in English:
1. Curriculum Vitae (CV) describing relevant educational and professional experience.
2. Brief Technical / Methodological Proposal describing the proposed approach for external quality monitoring.
3. Financial Offer specifying the total proposed price
4. Signed Declaration on Absence of Conflict of Interest (Annex C).

Applications must be sent via email to: u.mamadaliev@kokanduni.uz shsaidov@kokanduni.uz mamadalievu745@gmail.com
Submission Deadline: November 20, 2026

8. SELECTION PROCEDURE

Applications will be evaluated by the project coordination team based on the credentials of the candidate, compliance with eligibility criteria, and the principle of best value for money (technical quality and price

competitiveness). Among technically compliant applications, the most competitive financial offer within the established budget ceiling will be selected.

ANNEX A: APPLICATION COVER FORM

Candidate Information Sheet:

Candidate Name / Organisation:

Country / Address:

Current Institutional Affiliation:

Email Address:

Telephone Number:

Total Financial Offer (EUR):

ANNEX B: FINANCIAL OFFER FORM

To: Qo'qon universiteti (Kokand University, Project Coordinator)
Project: GreenCamUz (№ 101234907) — Call: ERASMUS-EDU-2025-CBHE-STRAND-1

I, the undersigned, hereby offer to perform the external quality assurance expert services described in the Terms of Reference for the following amount:

Subcontract Ref.	Activity / Deliverable	Offered Price (EUR)
Subcontract S1.1	Mid-term External Quality Assurance Report (D1.4, M18)	[Amount in EUR]
Subcontract S1.2	Final External Quality Assurance Report (D1.5, M36)	[Amount in EUR]
TOTAL	**Total Proposed Price:**	**[Total Amount in EUR]**

Signature: _____
Date: _____
Name of Signatory: _____

ANNEX C: DECLARATION ON ABSENCE OF CONFLICT OF INTEREST

I, the undersigned, candidate for the External Quality Assurance Expert position in the GreenCamUz project (№ 101234907), declare on my honor that:

1. I am not an employee, contractor, or affiliated personnel of any beneficiary institution in the GreenCamUz project consortium (Qo'qon universiteti, Politechnika Opolska, VILNIUS TECH, Karabuk University, Tashkent International University, Central Asian University of Environmental and Climate Change Studies, Alfraganus University, Andijan State Technical Institute, or GSBE);
2. I have no conflict of interest within the meaning of Article 12 of the Grant Agreement;
3. All information provided in this application is accurate and true.

Name: _____
Signature: _____
Date: _____