**Call for Offers:**

**Selection of a lawyer / law firm**

**Rosa Luxemburg Stiftung, North Africa office**

**“Call for offers- 2021- Law firm- Do not open”**

1. **Introduction**

The Rosa Luxemburg Stiftung (RLS) is an internationally operating non-profit organization for political education affiliated with Germany’s “Die Linke” (Left Party). Active in Tunis since July 2013. Its headquarters are in Berlin, Germany. The foundation has 25 offices around the world. Among them, the Tunis office covering the North Africa region.

1. **Subject of the contract**

The purpose of this call for application is to seek a Law firm / Lawyer service for 12 months, commencing early 2022, with an option to renew for a further 12 months.

**3. Scope of work**

The North Africa office is seeking a Law firm / Lawyer service to fulfill all matters and requests related to the following fields of expertise:

1. Association/NGOs law
2. Labor and employment Law
3. Contracts law
4. Tax
5. Fulfillment of the necessary legal formalities (change of the legal representatives as example)

**5. PRESENTATION OF APPLICATION**

The application should include the following:

• Honorarium fee based on hourly rate according to fields of expertise (hourly and monthly rate);

* Curriculum vitae (detailing area of expertise, years of experience, etc.);

• References;

* Letters of Recommendation.

Tenders must be submitted by hand or by post, in a sealed envelope titled **“Call for offers- 2021- Law firm- Do not open”** to this address:

“Fondation Rosa Luxemburg”

55 TER, Rue du 1er Juin, 1082 Mutuelleville, Tunis-Tunisie”

1. **TENDER SUBMISSION DEADLINE**

Tenders must be submitted **no later than January 22nd, 2022**

Tenders submitted after this date will not be accepted.