

| PAKALPOJUMA TEHNISKĀ SPECIFIKĀCIJA |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
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| PASŪTĪTĀJS                         | Biedrība Impact Hub                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| PAKALPOJUMA NOSAUKUMS              | Apmācības projekta “Enhancing Labor Market Competitiveness through Digital Skills”<br>(No Digifear Nr. CB0800456) dalībniecēm                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| PAKALPOJUMA RAKSTUROJUMS           | <p>Nodrošināt ar sekojošām apmācībām (angļu valodā) projekta dalībnieces.</p> <p><b>1. Digital Yourself, Building Your Online Presence</b><br/>Skills: Create profile head, image and bio LinkedIn Profile</p> <p>Methods- formal information (theory) and non-formal education methods, such as storytelling, debates etc.</p> <p>Structure: 1.5 h interactive session with participants, where we give them theoretical information together with real life examples.<br/>1h - individual work (homework) - online help from lecturer, if needed.<br/>1h - assignment session with lecturer to discuss the outcome of homework and answer questions. Review what we learned.</p> <p><i>Date: 14 November (part 1) 22 November (part 2)</i><br/><i>Time: By agreement with the customer</i></p> <p><b>2. Introduction to Artificial Intelligence</b><br/>Skills: How to use AI tools like ChatGPT and Gemini for research, content creation, and problem-solving.</p> <p>Methods- formal information (theory and tasks) and non-formal education methods, such as storytelling, debates, analysing information, creative and critical thinking skills, etc.</p> <p>Structure: 2h interactive session with participants, where we give them theoretical information together with real life examples. (Can be divided into 2 times of 1 hour each)</p> <p>1h - individual work (homework) - online help from lecturer, if needed.</p> <p><i>Date: 16 December</i><br/><i>Time: By agreement with the customer</i></p> <p><b>3. AI-Powered Digital Tools</b><br/>Skills: Learn to use AI tools to produce high-quality written content efficiently and creatively. Create blog post and product description.</p> |

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|  | <p>Methods- formal information (theory) and non-formal education methods, such as storytelling, debates etc.</p> <p>Structure: 2h interactive session with participants, where we give them theoretical information together with real life examples. (Can be divided into 2 times of 1 hour each)</p> <p>1h - individual work (homework) and online help from lecturer, if needed.</p> <p><i>Date: 13 January</i><br/><i>Time: By agreement with the customer</i></p> <p><b>4. Leveraging Webpage</b></p> <p>Skills: Create and manage a simple professional webpage and how to develop content for platforms like LinkedIn and personal blogs</p> <p>Methods- formal information (theory) and non-formal education methods, such as storytelling, debates, vision board created by learning to use digital tools, etc.</p> <p>Structure: 1.5h interactive session with participants, where we give them theoretical information together with real life examples.</p> <p>2h - individual work (homework) - online help from lecturer, if needed.</p> <p><i>Date: 27 January</i><br/><i>Time: By agreement with the customer</i></p> <p><b>5. Leveraging Presentations.</b></p> <p>Skills: Learn how to create visually engaging and professional presentations using Canva.</p> <p>Methods- formal information (theory) and non-formal education methods, such as storytelling, debates.</p> <p>Structure: 1.5h interactive session with participants, where we give them theoretical information together with real life examples.</p> <p>1.5h - individual work (homework) - online help from lecturer, if needed.</p> <p><i>Date: 10 February</i><br/><i>Time: By agreement with the customer</i></p> <p>Pakalpojuma izpildes nosacījumi:<br/>Apmācības notiek attālināti Zoom platformā, angļu valodā.<br/>Apmācību dalībnieku skaits tiek precizēts 3 darba dienas pirms apmācību datuma.</p> |
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|                                                 | <p>Papildus lektora (vai aizvietotāja) piesaiste pēc nepieciešamības atkarībā no temata un tēmas specifikas.</p> <p>Vairāk informācijas par projektu un mērķa grupu šeit: <a href="https://liepaja.impacthub.net/projekti/aktuali/no-digifear/">https://liepaja.impacthub.net/projekti/aktuali/no-digifear/</a></p>                                                                                                                                                                              |
| VEIKŠANAS LAIKS<br>UN APJOMS                    | Pakalpojums sniedzams atbilstoši Pasūtītāja sniegtajai informācijai.                                                                                                                                                                                                                                                                                                                                                                                                                             |
| PRASĪBAS<br>PAKALPOJUMA/<br>PREČU<br>SNIEDZĒJAM | <p>Pakalpojuma sniedzējam jāatbilst vismaz šādiem kritērijiem:</p> <ol style="list-style-type: none"> <li>1. Pieredze līdzīgu pakalpojumu veikšanā.</li> <li>2. Garantijas nodrošināšana.</li> <li>3. Pasūtītājs apmaksu veic bezskaidras naudas norēķinu veidā.</li> </ol> <p>Visām piedāvājumā ietvertajām cenām ir jābūt norādītām Latvijas Republikas oficiālajā valūtā - euro (EUR) un ir jāaptver visi tām piemērojamie nodokļi, atsevišķi norādot pievienotās vērtības nodokli (PVN).</p> |
| CITAS ATZĪMES                                   | <p>Cenu aptauja izsludināta 2025. gada 10. oktobrī. Piedāvājumu (1.pielikums) iesniegt līdz 2025. gada 10. novembrim, sūtot piedāvājumu uz e-pastu <a href="mailto:zane.feldmane@impacthub.net">zane.feldmane@impacthub.net</a> vai iesniedzot personīgi adresē: Strautu iela 4, Liepāja.</p> <p>Piedāvājuma izvēles kritērijs - piedāvājums ar viszemāko cenu par visu iepirkuma priekšmetu kopā.</p>                                                                                           |

## Pieteikums par piedalīšanos cenu aptaujā

2025. gada \_\_\_\_\_

Pretendents,

|                                                               |                                                                                                                               |
|---------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------|
| Pretendenta nosaukums:                                        |                                                                                                                               |
| Reģistrācijas Nr.:                                            |                                                                                                                               |
| Juridiskā adrese:                                             |                                                                                                                               |
| Kontaktpersona (vārds, uzvārds):                              |                                                                                                                               |
| Tālrunis:                                                     |                                                                                                                               |
| E-pasts:                                                      |                                                                                                                               |
| Pakalpojuma nosaukums:                                        | Apmācības projekta “Enhancing Labor Market Competitiveness through Digital Skills”<br>(No Digifear Nr. CB0800456) dalībniecēm |
| Finanšu piedāvājums par visu iepirkuma priekšetu kopā bez PVN |                                                                                                                               |
| Finanšu piedāvājums par visu iepirkuma priekšetu kopā ar PVN  |                                                                                                                               |

ar šī pieteikuma iesniegšanu:

- a) piesakāties piedalīties cenu aptaujā - Apmācības projekta “Enhancing Labor Market Competitiveness through Digital Skills” (No Digifear Nr. CB0800456) dalībniecēm- un ievērot visas Cenu aptaujas prasības;
- b) atzīt sava piedāvājuma spēkā esamību 60 (sešdesmit) dienas no piedāvājuma atvēršanas dienas vai līguma noslēgšanas gadījumā – līdz līgumsaistību pilnīgai izpildei.
- c) garantēt, ka visas sniegtās ziņas ir patiesas.

Vārds uzvārds

paraksts