Preparation and conduct of the training service consisting in the realisation of classes in English for doctoral students of the Doctoral School of the Medical University of Bialystok as part of the project under the title “Intensification of internationalization process and development of the Doctoral School of the Medical University of Bialystok” as part of the programme of the Polish National Agency for Academic Exchange under the title: “STER NAWA– Internationalization of Doctoral Schools– edition 2024”.

**Case no.:**

**AWM/NAW/3/2025/TM**

**Date of issue:**

**March 31, 2025**

**Requests for offers:**

For the selection of the Contractor of the order pursuant to Art. 2 sec. 1 point 1 of the Act on Higher Education and Science from 11 September 2019 (uniform text, Journal of Laws from 2024 item 1320 as amended).

1. **Subject of order:**
2. **Type of order:** Social services

Name and code in line with CPV:

80000000-4 – Educational and training services

1. **Description of order subject:**
2. The order concerns the project entitled “Intensification of internationalization process and development of the Doctoral School of the Medical University of Bialystok” financed Polish National Agency for Academic Exchange as part of the programme of the Agency called “STER NAWA– Internationalization of Doctoral Schools– edition 2024”.
3. The subject of the order is preparation and conduct of the training service consisting in the realization of classes in English in the selected form (lectures, practical classes, seminars, individual consultations etc.) in the stationary mode for

doctoral students of the Doctoral School of the Medical University of Bialystok.

1. The training service will be realized in the division into the following parts (the offer may be submitted for one or several parts of the order in question):

**Part I**

Class title:

Epidemiology, population studies, genetic studies and prevention

Thematic scope of the training:

* Methodology, applications, usefulness and practical examples of population studies;
* Principles of epidemiological research;
* Ability to carry out critical assessment of scientific information taking into consideration the methodological correctness and interpretation of the obtained scientific research results;
* Relation between the genetic volatility and the level of response to preventive and treatment actions and the mechanisms responsible for this phenomenon.

**Part II**

Topic of classes:

Project management in medicine

Thematic scope of the training:

* Basics of modern management with emphasis on project management and integrational biomedical projects;
* Work on the basic methods in the scope of project preparation (VMOST, SWOT, PESTLE) including estimation of feasibility and risk assessment;
* During the team work, plans of actions for hypothetic clinical projects with integrational biomedicine orientation with relevant cost estimates and Gantt's charts will be elaborated;
* During individual work, verification of usefulness of project management methods in the individually selected specific task in medical practice or in scientific research.

**Part III**

Class title:

Rickettsiosis in Europe: Clinical symptoms

Thematic scope of the training:

* Rickettsiosis: covering the group of zoonotic diseases, transmission through arthropods, potential vectors (leeches in Chile);
* Confirmation of presence of rickettsiosis: occurrence of arthropods which are the vectors of zoonotic diseases, existence of a certain specificity among the Rickettsiae species, vectors of zoonotic diseases and clinical images;
* Rickettsiosis in Europe: the most frequent cases, possibility of Rickettsia epidemics in the context of wars, natural disasters, overpopulation;
* Pathological basis of rickettsiosis: vasculitis, infection of organs and systems, multiple organ failure and the impact of the immune response;
* Diagnosing rickettsiosis: epidemiological history and disease symptoms;
* African tick-bite fever (MSF): induction, dominant rickettsiosis varieties and other lesser-known forms;
* Symptoms of tick-borne rickettsiosis, DEBONEL/TIBOLA and flea and louse-induced rickettsiosis.

**PART IV.**

Class title:

Microbiological diagnosis in rickettsiosis

Thematic scope of the training:

* Diagnosis of rickettsiosis in clinical conditions, treatment in case of suspected rickettsiosis;
* Culturing of Rickettsia spp using cell lines in a facility with biosafety level 3;
* Direct diagnosis of rickettsiosis using nucleic acid detection (PCR) and tissue staining;
* Indirect diagnosis by antibody detection;
* Diagnosis by using different types of samples depending on the availability of a given technique and the stage of the disease;
* Occurrence of different types of target genes in PCR diagnosis;
* Limitations in serological diagnosis.

**PART V**

Class title:

Clinical pharmacy

Thematic scope of the training:

* Clinical pharmacy as a dynamic field combining pharmaceutical knowledge with medical practice, focusing on an individual approach to the patient;
* What is personalized pharmacy?
* Interdisciplinary cooperation and adaptation of treatment to the individual characteristics of the patient and increasing effectiveness, minimizing the risk of adverse effects. Indicating benefits or lack thereof from a pharmacological point of view;
* Is pharmacogenetics a practical tool that allows for safer and more effective treatment?

**PART VI**

Class title:

Michael acceptors

Thematic scope of the training:

* Activation No. f2: AM effectively activate No.f2 by modifying Keap1, opening perspectives in the treatment of inflammations, cancers and chemoprophylaxis;
* Protease inhibitors: Michael acceptor-type derivatives can be used as low-molecular-weight inhibitors of bacterial proteases, which may lead to the development of new therapeutic strategies in the treatment of microbial diseases;
* Targeted therapy: Compounds from the camptothecin family, which are Topoisomerase I inhibitors, may meet the conditions of targeted therapy in cancer cells;
* Bacterial glycoengineering: AM can be used in engineering bacterial glycoproteins, which has potential application in the production of polysaccharide vaccines;
* Structure-activity relationship analysis: AMs are used in the systematic analysis of structure-activity relationships for anticonvulsants.

**PART VII**

Class title:

Natural strategies for chronic disease prevention: key phytochemicals and their role

Thematic scope of the training:

* Introduction to chronic diseases (cancer, metabolic syndrome, obesity, neurodegenerative diseases, etc.);
* Mechanisms of action of key phytochemicals (e.g. curcumin, capsaicin, etc.);
* Effects of phytochemicals on cancer prevention and treatment (molecular pathways, apoptosis, inhibition of angiogenesis);
* Phytochemicals in metabolic disorders: regulation of glucose metabolism, insulin sensitivity and lipid profiles;
* Neuroprotective effects of phytochemicals: cognition, neuroinflammation, neurodegenerative diseases;
* Intestinal microbiota and phytochemicals: role in immune modulation and prevention of chronic diseases;
* Animal models of the role of phytochemicals in prevention of chronic diseases;
* Future perspectives: personalized nutrition and integrative approach to chronic disease management.

**PART VIII**

Class title:

Secrets of success in studying

Thematic scope of the training:

* Characteristics of successful scientists: curiosity, persistence, adaptability;
* Effective research strategies: identifying gaps, designing studies, and setting goals;
* Scientific communication: writing influential articles, grant proposals, and presentations;
* The importance of networking and collaboration in research;
* Ethical considerations and integrity in research;
* Time management and productivity tips;
* The role of mentoring and lifelong learning in academic success;
* Academic-life balance for sustainable career development;
* Overcoming academic challenges: dealing with setbacks, rejection, and competition.

**PART IX**

Class title:

Curcumin forms in colorectal cancer prevention: lessons from animal models and molecular mechanisms

Thematic scope of the training:

* Introduction to colorectal cancer: epidemiology, risk factors, and conventional treatments;
* Curcumin as a Bioactive Compound: Chemical Structure, Bioavailability Challenges, and Different Formulations (Nano Curcumin, Liposomal Curcumin, Curcumin Conjugates, etc.);
* Mechanisms of Action in Colorectal Cancer Prevention: Anti-Inflammatory Agents, Antioxidants, and Apoptotic Pathways;
Effects of curcumin on cell signalling pathways
* Impact of curcumin on signal transduction pathways (NF-κB, PI3K/Akt, Wnt/β-catenin, p53 and other molecular mechanisms;
* Curcumin in animal models of colon cancer: experimental findings, histopathological evidence and tumour-suppressive effects;
* Effects of curcumin on gut microbiota and immune modulation: role in inflammation and cancer progression;
* Comparison of different forms of curcumin in animal studies: bioactivity, absorption, efficacy comparisons;
* Translational potential and clinical implications from preclinical to human studies;
* Future directions and challenges: overcoming limitations and exploring synergistic approaches with other compounds.
1. **Organizational information regarding the planned classes:**

The classes will be held in person at the Ordering Party's headquarters, in a form chosen by the Contractor (lecture, seminar, individual consultations, etc.).

The exact form of the classes will be agreed with the Contractor well in advance before the start of the classes.

The classes within each part (I - IX) will be held in the calendar year 2025.

Individual classes will be held in one day or divided into two or three days. The time of implementation depends on the topic and its thematic scope.

The exact dates and hours of the classes will be agreed in working mode between the Ordering Party and the Contractor well in advance, at least 30 days before the planned date of conducting the individual classes.

The classes will be held no earlier than 8:00 a.m. local time in Poland and no later than 7:00 p.m. local time in Poland.

**Planned number of days and hours of classes:**

**PART I:** 15 didactic hours - 3 days (in the form of a seminar).

**PART II:** 10 didactic hours - 2 days (in the form of a 6 hour-long-lecture, 4-hour-long seminar).

**PART III:** 2 didactic hours - 1 day (in the form of a lecture).

**PART IV:** 2 didactic hours - 1 day (in the form of a lecture).

**PART V:** 10 didactic hours - 3 days (in the form of a 4 hour-long-lecture, 6-hour-long seminar).

**PART VI:** 15 didactic hours - 3 days (in the form of a – 4 hour-long-lecture, 11-hour-long seminar).

**PART VIII:** 3 didactic hours (in the form of lecture – 1 hour, seminar – 1-hour, practical class – 1 hour).

**PART VIII:** 2 didactic hours (in the form of a lecture – 1 hour, seminar – 0.5-hour, practical classes – 0.5 hour).

**PART IX:** 3 didactic hours (in the form of a lecture – 1 hour, seminar – 1-hour, practical classes – 1 hour).

The Ordering Party allows for the submission of partial offers divided into IX parts, whereby the term *partial offer* shall be understood as one or more parts specified in this description of the subject of the order, specified by the Ordering Party.

The Ordering Party will consider each partial offer separately.

Offers for incomplete parts will be rejected as incomplete.

Each part indicated in the description of the subject of the order constitutes a separate part and will be subject to a separate procedure related to the selection of the most advantageous offer.

1. **Requirements for Contractors:**

**PART I**

* Having at least a doctoral degree in medical or related fields and employment within the last 10 years (at least 5 years of consecutive employment period) as an associate professor or higher in a foreign research centre (university or research institute);
* Having at least 5 years of teaching experience, in particular: conducting lectures and practical classes in English in the field of epidemiology, prevention or genetics;
* Having at least 5 publications in international journals within 5 years in the field of epidemiology, population studies, genetic studies or disease prevention.

**PART II**

* At least a PhD and employment within the last 10 years (at least 5 years of employment) as an associate professor in a foreign research centre (university or research institute);
* At least 3 years of teaching experience, in particular: conducting lectures and practical classes in English in the field of project management in medicine;
* Participation in presentation activities in international bodies, e.g. at conferences, within the last 5 years;
* Experience in managing research projects in the field of medicine, knowledge of project management methodologies (e.g. PRINCE2) and the ability to apply them in medical projects;
* A scientific degree in medical or related fields.

**PART III**

* At least a PhD in medical or related fields and employment in the last 10 years (at least 5 years of employment) as an associate professor or higher in a foreign research centre (university or research institute);
* At least 5 years of teaching experience, in particular: conducting lectures and practical classes in English in the field of tick-borne diseases;
* At least 5 publications in international journals in the last 5 years in the field of tick-borne diseases;
* Participation in presentation activities in international bodies, e.g. at conferences, in the last 5 years;
* A scientific degree in medical or related fields.

**PART IV**

* At least a PhD in medical or related fields and employment in the last 10 years (at least 5 years of employment) as an associate professor or higher in a foreign research centre (university or research institute);
* At least 5 years of teaching experience, in particular: conducting lectures and practical classes in English in the field of tick-borne diseases;
* At least 5 publications in international journals in the last 5 years in the field of tick-borne diseases;
* Participation in presentation activities in international bodies, e.g. at conferences, in the last 5 years;
* A scientific degree in medical or related fields.

**PART V:**

* Having at least a doctoral degree and employment within the last 5 years (at least 2 years of employment) as an associate professor in a foreign research centre (university or research institute);
* Having at least 5 years of teaching experience, in particular: conducting lectures and practical classes in English in the field of clinical pharmacy;
* Having at least 5 publications in international journals within 5 years in the field of clinical pharmacy;
* Participation in presentation activities in international bodies, e.g. at conferences, within the last 5 years;
* Having a scientific degree in medical or related fields.

**PART VI:**

* Having at least a doctoral degree and employment within the last 10 years (at least 5 years of employment) as an associate professor in a foreign research centre (university or research institute);
* Having at least 5 years of teaching experience, in particular: conducting lectures and practical classes in English in the field of medicinal chemistry;
* Having at least 10 publications in renowned international journals within 5 years in the field of medicinal chemistry;
* Participation in presentation activities in international bodies, e.g. at conferences, within the last 5 years;
* Having a scientific degree in the field of medical or related sciences.

**PART VII:**

* At least 5 years of teaching experience, in particular: conducting lectures and practical classes in English in the field of chronic diseases;
* At least 10 publications in renowned international journals in the last 5 years in the field of chronic diseases;
* Participation in presentation activities in international bodies, e.g. at conferences, in the last 5 years;
* A scientific degree in medical or related fields.

**PART VIII:**

* At least 5 years of teaching experience, in particular: conducting lectures and practical classes in English in the field of developing scientific and research skills;
* At least 10 publications in renowned international journals within 5 years in the field of scientific research;
* Participation in presentation activities in international bodies, e.g. at conferences, within the last 5 years;
* Having a scientific degree in the field of medical or related sciences.

**PART IX:**

* At least 5 years of teaching experience, in particular: conducting lectures and practical classes in English in the field of internal medicine;
* At least 10 publications in renowned international journals within 5 years in the field of internal medicine;
* Participation in presentation activities in international bodies, e.g. at conferences, within the last 5 years;
* Having a scientific degree in medical or related fields.
1. **Target group**

The target group comprises doctoral students from the Doctoral School at the Medical University of Bialystok.

All participants taking part in classes have a high command of English.

**PART I – IX:**

The classes will be conducted in the form of additional classes going beyond the standard study program.

1. **Planned date and place of service provision:**

The classes will be conducted in the calendar year 2025, in stationary mode, at the headquarters of the Ordering Party, i.e. the Medical University of Bialystok (ul. Jana Kilińskiego 1, 15-089 Białystok, Poland).

1. **Form of classes:**
* all classes will be conducted in a closed formula - only with the participation of doctoral students of the Ordering Party's Doctoral School;
* The Contractors must personally complete the subject of the order;
* all classes will take the form selected by the Contractor from the available possible forms (lecture, seminar, individual consultations, etc.);
* the classes will be conducted for one group of doctoral students, consisting of about 10 people (it may be a smaller or larger group);
* The Contractor will conduct classes in a form that activates participants with the possibility of asking questions and discussions;
* The Contractor will enable the participants of the classes to have consultations and provide feedback.
1. **Organizational issues related to the implementation of the subject of the order:**
* all classes will be conducted in English;
* the Ordering Party will appoint a person responsible for organizational issues related to the implementation of the subject of the order;
* the preparation and collection of the necessary documentation from the classes: originals of attendance lists, class journals and confirmation of receipt of certificates on bilingual templates provided by the Ordering Party, is the responsibility of the Ordering Party;
* the Ordering Party will cover the costs of the Contractor's travel from his place of residence to Białystok and the return trip, the costs of accommodation in Białystok and statutory allowances applicable in Poland;
* the Contractor will sign certificates confirming participation in the classes, containing logos and the name of the project, which will be prepared by a person designated by the Ordering Party, the originals of the certificates will be sent by post;
* the final report will be prepared by a person designated by the Ordering Party in consultation with the Contractor.

The Contractor will inform the participants during the first hour of classes that the classes are carried out as part of the project entitled “Intensification of internationalization process and development of the Doctoral School of the Medical University of Bialystok” which is financed by the Polish National Agency for Academic Exchange as part of the programme called:

 “STER NAWA– Internationalization of Doctoral Schools”.

The Ordering Party shall ensure appropriate accessibility of the service, which is the subject of the order, to all participants of the classes, in accordance with applicable standards. The service will be provided in accordance with the principles of equal opportunities and non-discrimination, accessibility for people with disabilities and the principle of gender equality.

The Contractor will be obliged to comply with the equal opportunities policy during the implementation of the classes, in particular the use of equal language.

In the case of classes lasting longer than two teaching hours, the Ordering Party provides for 15-minute breaks, carried out in cycles every two consecutive teaching hours. However, breaks are not included in the total duration of the classes that are the subject of this request for proposals.

The Ordering Party is responsible for organizational issues related to the implementation of the classes (recruitment of participants, issuing certificates, possible organizational assistance, etc.).

1. **Criteria of assessment**

The offers will be assessed by the Ordering Party separately for all parts of the order based on the following criterion:

Offer price – maximum number – 100 points

Principles for assessing the “Offer price” criterion:

* in the offer form, the Contractor will provide the gross price for the execution of the order in a given part.
* The assessment in this criterion will be made using the following formula:

Number of points = lowest offered price / price of the offer being assessed x 100

* The most advantageous offer will receive 100 points in this criterion.
1. **Term or period of order execution**

The order will be realized in the calendar year 2025.

The final date of service completion, within the above-mentioned time frame, will be established in the working mode between the Ordering Party and the Contractor after signing the agreement, at least 30 days in advance of the planned start date of the individual classes.

1. **Submission of offers**
2. **Detailed information can be obtained at:**

The Medical University of Bialystok, ul. J. Kilińskiego 1, 15-089 Białystok

International Cooperation Department, room no. 213 (Right Wing of Braniccy Palace).

1. **Contact person for the Contractors:**

Patrycja Jasińska, e-mail: patrycja.jasinska@umb.edu.pl.

1. **The following must be attached to the offer form (appendix to the request for proposals):**

1) Statement on lack of personal or capital connections with the Ordering Party.

2) Copy of documents confirming the possessed professional experience (i.e. Professional curriculum vitae, list of scientific publications, copies of diplomas and other documents etc.). The documents should contain information necessary to entrust the required professional qualifications, entitlements, experiences and education necessary to complete the order.

1. **Term of submission of offers (date and time): April 16, 2025 at 3:00:00 PM Polish time**

 Place: The Medical University of Bialystok

1. The offer should be submitted via e-mail by sending scans of signed documents to the e-mail address: tomasz.maliszewski@umb.edu.pl
* Offers submitted or received after the above-specified term shall not be considered;
* The offers should be submitted in English.
1. **The Medical University in Białystok reserves the right to:**
* refrain from considering offers submitted after the deadline;
* cancel the proceeding without stating the reasons;
* change the scope of the proceeding.

**Appendices:**

Appendix No. 1 – sample offer form

Appendix No. 2 – template of Agreement

Appendix No. 3 – sample statement on lack of personal or capital connections with the Ordering Party

**Information clause concerning processing of personal data**

In accordance with Art. 13 par. 1 and 2 of the Regulation of European Parliament and Council (EU) 2016/679 from 27 April 2016 on protection of natural persons in relation to the processing of personal data and on the free flow of such data and repelling Directive 95/46/EC (general regulation on data protection) (Journal of Laws EU L 119 from 04.05.2016, p. 1) further “GDPR” please be informed that:

1. the controller of personal data is the Medical University of Bialystok, ul. Jana Kilińskiego 1, 15-089 Białystok, NIP 542-021-17-17, REGON 000288604, represented by the Rector;
2. Contact to the personal Data Protection Officer: iod@umb.edu.pl;
3. personal data will be processed on the basis of art. 6 sec. 1 letter b of the GDPR for the purpose of concluding a contract based on the submitted offer and on the basis of art. 6 sec. 1 letter a of the GDPR for the purpose of assessing the submitted offer and contacting the bidder;
4. recipients of personal data may be contractors, persons requesting access to public information, entities authorized under the provisions of law and entities based on entrustment agreements concluded with the Ordering Party;
5. personal data will be stored for the period resulting from the provisions of law, i.e. 5 years from the date of termination of the contract;
6. providing personal data is voluntary, however, failure to provide them may prevent the Ordering Party from assessing the offer, which will result in the rejection of the offer or exclusion from the procedure;
7. decisions regarding personal data will not be made in an automated manner, in accordance with art. 22 of the GDPR;
8. the contractor has: under art. 15 of the GDPR the right to access personal data, under art. 16 of the GDPR the right to rectify personal data 1, under art. 18 of the GDPR the right to request the controller to restrict the processing of personal data, subject to the cases referred to in art. 18 sec. 2 of the GDPR 2, the right to lodge a complaint with the President of the Office for Personal Data Protection, if the Contractor considers that the processing of personal data concerning the Contractor violates the provisions of the GDPR;
9. the Contractor is not entitled to the right to delete personal data in connection with art. 17 sec. 3 letters b, d or e of the GDPR, the right to transfer personal data, referred to in art. 20 of the GDPR, under art. 21 of the GDPR the right to object to the processing of personal data, as the legal basis for the processing of personal data is art. 6 sec. 1 letter c of the GDPR.

***1. Explanation:*** exercising the right to rectification cannot result in a change in the outcome of the competition or a change in the provisions of the contract

***2. Explanation:*** the right to restrict processing does not apply to storage for the purpose of protecting the rights of another natural or legal person, or for important reasons of public interest of the European Union or a Member State.