



Project «Modern and Effective Administration in the municipality of Dve Mogili»
Contract A09-31-38C/12.06.2009

On 11 January 2010 finished the execution of Contract №145 from 12 October 2009 on Activity 1 and Activity 2 of the project “Modern and Effective Administration in the municipality of Dve Mogili”, procedure for provision of grants under Administrative Capacity Operational Programme (OPAC) Contract A09-31-38C/12.06.2009. The activities on fulfilling the contract were made by “Europrojects point” Ltd., who was approved after a procedure. The executor made an analysis of the internal normative documents, regulating and/or related to the administrative service, complaints, signals and suggestions in the administration during the last 6 months. There were carried out deep and structural interviews with the employees in the administration that aimed researching and optimization of the provided administrative services and regulations for the organization of the activities of providing administrative services in the municipality.

As a result of implementation of the project activities so far, the following results were achieved:

1. Analysis of the current situation of administrative services and processes in the Municipality of Dve Mogili and their conformity with the legislation in force.
2. Model for optimization of the administrative services and number of services to be provided electronically.
3. Study and adaptation of best practices from other EU member states in the provision of electronic services to citizens and business.
4. Analysed functioning Internal Rules for Provision of Administrative Services and their compatibility with the legislation in force, the Electronic Governance Act in particular.
5. Designed Internal Procedures for optimised provision of administrative services in the Municipality of Dve Mogili, including online provision.
6. Designed operational charts of the administrative services provided
7. Delivered training to twenty-five (25) municipal administration staff on the Electronic Governance Act.

Following a negotiated procedure without announcement three proposals were chosen and Dve Mogili Municipality concluded Contract №59 from 18 March 2010 and Contract №65 from 22 March 2010 with the approved executor “David Holding” Ltd. with subject “Development of electronic public registers” and “Upgrading the Administrative Information System and bringing it in accordance with the Electronic Governance Act” on Activity 4 and Activity 5 from the project. The deadline of the contract is 24.05.2010.

This project is being implemented with the financial support of Administrative Capacity Operational Programme, co-funded by the European Union through the European Social Fund.



European Union



OPAC. Experts in action



European Social Fund.
Investing in people

With Order №116 from 17 February 2010 the Mayor of Dve Mogili Municipality announced the classification of participants in the procedure on Activity 8 “Audit of the project” and after the appeal deadline expired the municipality concluded contract №77/06.04.2010 with the executor “Perfect consult 61” Ltd. - Ruse who has been chosen. The executor should make an audit for completing the activities and to present a report for the expenses of the Project “Modern and Effective Administration in the municipality of Dve Mogili” until 12.11.2010.

The purposes, activities, progress and results from the project are going to be popularized during public events, which will be organized as a part of the information campaign of Activity 7. There will have publications in the local and regional Medias, brochures, inquiries for the visitors and a final press conference.

The municipal management team and the project team are sure that the project implementation will help in developing modern administrative services in Dve Mogili Municipality. It will also improve the communication and feedback with customers and will provide one working and modern website.

Dragomir Damyanov

Mayor of Dve Mogili Municipality

Date: 20 April 2010

This project is being implemented with the financial support of Administrative Capacity Operational Programme, co-funded by the European Union through the European Social Fund.