euromind

AGREEMENT ABOUT THE EXTENT AND QUALITY OF SERVICES

Erasmus + KA121 & KA122

Project Number	Project Title if applicable	Mobility type
2026-1-SK01-KA121-VET-000411526		Short-term learning mobility of VET learners

BETWEEN

Stredná zdravotnicka škola

Daxnerova 6, Trnava

Slovakia

hereinafter referred to as the *Sending Organization*

AND

Euromind Portugal, Unipessoal, LDA

Av. 5 de Outubro 140 - Portugal

hereinafter referred to as *Supporting Organization*

In light of the mutual commitments and agreements outlined herein, the Parties involved, with the intention of being legally bound, hereby agree as follows:

§ 1
PURPOSE OF THIS AGREEMENT

1.1. Supporting Organization will provide support to the Sending Organisation, as well as its participants and accompanying persons (if applicable), who are engaged in learning mobility under the Erasmus+ Programme.

1.2. The Contracting Parties commit to fulfilling the provisions of this Agreement diligently, promptly, and in accordance with the principles of partnership and cooperation,

1.3. This Agreement does not encompass obligations of the Sending Organisation arising from the financial agreement between the Sending Organisation/Controlling Body and their National Agency. It solely addresses obligations within the internal relationship between the Sending Organisation and the Supporting Organization,

1.4. This Agreement and Annex I: Mobility Details & Budget must be signed once the following strategic aspects of the project have been mutually agreed upon:

a. Dates for conducting mobility in the host country.
b. Number of participants and accompanying persons (if applicable) involved in the mobility.
c. Budget proposal,

1.5. Any changes to this Agreement must be mutually agreed upon by both Parties and reflected in Annex I: Mobility Details & Budget of this Agreement.

§ 2

SUPPORTING ORGANISATION SERVICES - EUROMIND PROJECTS S.L.U.

The Supporting Organization will provide the following services:

2.1. Mobility programme support

2.1.1. General responsibilities:

a. Before mobility:

- Ensure that the contact details of all Parties involved are provided and that all required documents are prepared for verification by the Sending Organisation.

b. During mobility:

- Supervising participants throughout their stay in the host country, addressing mobility issues before, during, and after the learning mobility.
- Sharing project implementation materials in collaboration with the Sending Organization on the Supporting Organization's website and social media platforms.
- Assistance 24/7: from 08:30 to 16:30 by the onsite coordinator assigned to the group, and outside these hours (16:30 to 08:30) by the onsite coordinator on duty, who attends the emergency number for serious and urgent situations.

c. After mobility:

- Ensuring that the Host Organisations, verified and accepted by the Sending Organisation, sign all necessary documents confirming the completion of the Erasmus+ Programme.

2.1.2. Programme-specific responsibilities: Short-term learning mobility of VET learners

Before the mobility

a. Supporting the Sending Organisation in the process of selecting Hosting Organisations, by:

- searching for and presenting potential Hosting Organisations in line with the vocational fields defined by the Sending Organisation,
- verifying the Hosting Organisations' capacity to provide placements for a defined number of participants (in the form of a table approved by the Sending Organisation),
- indicating the compliance of proposals with the learning objectives of the curriculum.

b. Supporting the organisation of online interviews with participants - at least 8 weeks before the start of the mobility (or as soon as possible if the agreement is signed later).

c. Analysing participants' CVs provided by the Sending Organisation and recommending possible matches.

d. Preparing proposals for assigning participants to Hosting Organisations according to their competences and needs - for approval by the Sending Organisation, no later than 7 days before the start of the mobility.

e. Translating the Learning Agreements for the Hosting Organisations.

f. Preparing a stay plan including details of all activities within the educational programme.

g. Supporting in case of Hosting Organisation's withdrawal - presenting alternative Hosting Organisations within 3 working days. The final choice lies with the Sending Organisation.

During the mobility

a. Assisting with the implementation of the educational programme by Hosting Organisations.

b. Assisting with collecting feedback from participants and Hosting Organisations.

c. Assisting with monitoring participants' work on dissemination materials (weekly meeting with the coordinator - 1 hour).

d. Analysing requests for changes of Hosting Organisation - preparing a report from talks with the Hosting Organisation and the participant, with recommendations for the Sending Organisation.

e. Mediation - supporting the participant and the Hosting Organisation in solving problems.

f. Finding and proposing a new Hosting Organisation (if necessary) within 3 working days from the joint agreement of the parties; the decision is approved by the Sending Organisation.

g. Proposing an alternative Hosting Organisation within 3 working days in case the Hosting Organisation terminates the cooperation with the participant; the decision is approved by the Sending Organisation.

After the mobility

a. Supporting in preparing Europass Certificates for participants.

b. Preparing Language Course Certificates (if applicable) - in two copies.

c. Drafting an Internal Mobility Report in English and submitting it to the Sending Organisation within 30 days after the mobility.

2.2. Accommodation and meals

2.2.1. Accommodation services at EUROMIND STUDENT HOUSING:

a. General information

- Providing accommodation for the participants and accompanying persons (if applicable) according to the Annex I: Mobility Details & Budget
- The accommodation is provided with:

  i. Wi-Fi internet access,

  ii. TV set in the common area,

  iii. Air conditioning and heating system,

  iv. Hand soap, toilet paper, hairdryer, iron and ironing board,

b. Linen and towels

- Bed linen is changed once a week.
- Towels are available to rent at a cost of 2,5 euros per set for children and teenagers.
- Adults participating in courses, job shadowing programmes, as well as accompanying persons receive towels as part of the accommodation package and are changed on a weekly basis.
- Extra sets can be rented at 2.5€ per each.

c. Cleaning service

- Cleaning services will be provided in common facilities, rooms, and bathrooms,
- The cleaning service is not provided if the room is not empty and belongings are not organized.
- The cleaning service does not include making beds and organizing participants' personal belongings, such as shoes, clothes, cosmetics.
- Participants are required to keep their space clean and orderly.
- Cleaning Times: As a general rule, the cleaning service will be conducted between 9:00 and 12:00 hours.
- Provision of cleaning service according to the contracted meals plan:

  i. Daily cleaning in case of full board stays,
  ii. Cleaning 3 times a week in case of half-board stays,
  iii. Cleaning once a week in case of stays with breakfast only,
  iv. Cleaning once a week in case of self-catering stays,

- Rubbish Removal: Rubbish bins situated in common areas, rooms and bathrooms are emptied on a daily basis. Any items not placed in the rubbish bins will not be removed.

- Food and Drink Guidelines: To prevent the appearance of ants, food and drinks should only be kept in designated areas such as the dining room and kitchen.
- Access During Cleaning: The area being cleaned must remain empty until the cleaning staff have finished their work.

d. Laundry and drying services

- €3.50 per wash (washing liquid included)
- b€2.50 per drying cycle

e. Check in and check out

- Standard check-in and check-out times:
  I. check-in: 16:00
  II. check-out: 10:00 (The airport transfer bus needs to arrive at 10:30 to transport the participants and accompanying persons to the airport)

2.2.2. Meal services at EUROMIND STUDENT HOUSING

a. Meals will be provided for participants and accompanying persons (if applicable) in accordance with Annex I: Mobility Details & Budget.

b. Full Board:

- Three meals per day:
  Cold buffet breakfast, lunch, and dinner packed individually for each participant.

b. Half Board:

- Two meals per day:
  Cold buffet breakfast, lunch packed individually for each participant.

c. Breakfast Only:

- Breakfast provided in the form of a cold buffet.

d. Drinks:

- Unlimited access to tea and coffee
- Mineral water, juices and soft fizzy drinks are not included (Bottled mineral water can be added at an extra cost.

e. Packed lunches for excursions

- Packed lunches are provided for trips including sandwiches, fruit, and a bottle of mineral water.

2.2.3. Accommodation services at EUROMIND APARTMENTS

a. General information

- Providing accommodation for the participants and accompanying persons (if applicable) according to the Annex I: Mobility Details & Budget
- The accommodation is provided with:

v. Wi-Fi internet access,

vi. TV set in the common area,

vii. Air conditioning and heating system,

viii. Hand soap, toilet paper, hairdryer, iron and ironing board,

b. Linen and towels

- Bed linen is changed once a week.
- Towels are available to rent at a cost of 2,5 euros per set for children and teenagers.
- Adults participating in courses, job shadowing programmes, as well as accompanying persons receive towels as part of the accommodation package and are changed on a weekly basis.
- Extra sets can be rented at 2.5€ per each.

c. Cleaning service

- Cleaning services will be provided in common facilities, rooms, and bathrooms,
- The cleaning service is not provided if the room is not empty and belongings are not organized.
- The cleaning service does not include making beds and organizing participants' personal belongings, such as shoes, clothes, cosmetics.
- Participants are required to keep their space clean and orderly.
- Cleaning Times: As a general rule, the cleaning service will be conducted between 9:00 and 12:00 hours.
- Provision of cleaning service according to the contracted meals plan:

v. Daily cleaning in case of full board stays,
vi. Cleaning 3 times a week in case of half-board stays,
vii. Cleaning once a week in case of stays with breakfast only,
viii. Cleaning once a week in case of self-catering stays,

- Rubbish Removal: Rubbish bins situated in common areas, rooms and bathrooms are emptied on a daily basis. Any items not placed in the rubbish bins will not be removed.

- Food and Drink Guidelines: To prevent the appearance of ants, food and drinks should only be kept in designated areas such as the dining room and kitchen.
- Access During Cleaning: The area being cleaned must remain empty until the cleaning staff have finished their work.

d. Laundry and drying services

- Free access to a washing machine (washing liquid not included)
- Drying service not available

e. Check in and check out

- Standard check-in and check-out times:
  III. check-in: 16:00
  IV. check-out: 10:00 (The airport transfer bus needs to arrive at 10:30 to transport the participants and accompanying persons to the airport)

2.2.4. Meal services at EUROMIND APARTMENTS

Meals will be provided for participants and accompanying persons (if applicable) in accordance with Annex I: Mobility Details & Budget.

a. Full Board:

- Three meals per day:
  buffet breakfast, lunch, and dinner packed individually for each participant.

b. Half Board:

Euromind student housing:

- Two meals per day:
  buffet breakfast, lunch packed individually for each participant.

c. Breakfast Only:

- Breakfast provided in the form of a cold buffet.

d. Drinks:

- Coffee and tea are included.
- Mineral water, juices and soft fizzy drinks are not included.

e. Lunch bags for trips

- Lunch bags for trips are available, including sandwiches, fruit, and a bottle of mineral water.

2.2.5. Accommodation services at INTURJOVEN YOUTH RESIDENCE:

a. General information

- Providing accommodation for the participants and accompanying persons (if applicable) according to the Annex I: Mobility Details & Budget
- The accommodation is provided with:

  i. Wi-Fi internet access,

  ii. TV set in the common area,

  iii. Air conditioning and heating system,

  iv. Hand soap, toilet paper, hairdryer, iron and ironing board,

b. Linen and towels

- Bed linen is changed once a week.
- 1 set of towels are included for participants and accompanying person
- Extra sets can be rented at a cost of 2 € per set.

c. Cleaning service

- Cleaning services will be provided in common facilities, rooms, and bathrooms,
- The cleaning service does not include making beds and organizing participants' personal belongings, such as shoes, clothes, cosmetics.
- Participants are required to keep their space clean and orderly.
- Cleaning Times: As a general rule, the cleaning service will be conducted between 9:00 and 14:30 hours.
- Rubbish Removal: Rubbish bins situated in common areas, rooms and bathrooms are emptied on a daily basis. Any items not placed in the rubbish bins will not be removed.
- Food and Drink Guidelines: Taking food out of the canteen is prohibited.
- Access During Cleaning: The area being cleaned must remain empty until the cleaning staff have finished their work.

d. Laundry and drying services

- Laundry - €3 (detergent included).
- Drying - € 2

e. Check in and check out

- Standard check-in and check-out times:

  V. check-in: 14:00

  VI. check-out: 11:00 (The airport transfer bus needs to arrive at 10:30 to transport the participants and accompanying persons to the airport)

2.2.6. Meal services at INTURJOVEN YOUTH RESIDENCE

a. Meals will be provided for participants and accompanying persons (if applicable) in accordance with Annex I: Mobility Details & Budget.

b. Full Board:

- Three meals per day served in the form of a buffet: breakfast (cold buffet), lunch, and dinner during canteen opening hours.

c. Drinks:

- Coffee and tea are included.
- Mineral water, juices and soft fizzy drinks are not included.

f. Packed lunches for excursions

- Packed lunches for excursions are available, including sandwiches, fruit, and a bottle of mineral water.

2,3, Local transport

- Arrangement of local transport travel cards if included in Annex I: Budget and Mobility Details.

§3

RESPONSIBILITIES OF THE SENDING ORGANISATION

The Sending Organization will take on the following responsibilities:

3.1. General responsibilities:

a. Participant selection

- Selecting participants for the project and sending their personal details (name, surname, date of birth, and ID/Passport number) to the Supporting Organisation at least 10 weeks before the mobility date, or as soon as possible if the contract is signed later than 10 weeks before the mobility date.

b. Provision of travel information

- Providing the Supporting Organisation with travel information details (flight arrival and departure times, flight numbers, airport names, and contact persons' telephone numbers) at least 8 weeks before the mobility date, or as soon as possible if the contract is signed later than 8 weeks before the mobility date.

c. Health information

- Providing the Supporting Organisation with information regarding any physical or mental health issues of selected participants and accompanying persons (if applicable) at least 2 weeks before the mobility date.

d. Special dietary needs & documented allergies

- Informing the Supporting Organisation about any special diets among participants or accompanying persons, especially if meals are contracted with the Supporting Organisation.
- Providing the Supporting Organisation with a medical certificate confirming all known allergies of the participant, on the basis of which meals will be specially prepared to meet the participant's dietary requirements.

e. Preparation activities

- Conducting linguistic, practical, and cultural preparation sessions before the start of the mobility directly in the home country in an on-site format, or involving the Supporting Organisation to conduct these sessions via Teams or another chosen online platform.

f. Insurance coverage

- Purchasing adequate insurance for all participants.

g. Image and data use

- Obtaining signed consent forms from participants, agreeing to the processing of their personal data and publication of their images for Erasmus+ Programme purposes.

3.2. Programme-specific responsibilities: Short-term learning mobility of VET learners

Before mobility:

a. Informing the Partner Organisation about the VET fields the participants will be recruited from to enable the preparation of the budget proposal,

b. Recruiting the participants according to the hosting capacity per VET field provided by the Partner Organisation described in the budget proposal and Annex I to this contract,

c. Informing about the age range of the participants so that the Partner Organisation can adapt the mobility programme to their skills and abilities,

d. Obligatorily checking with the Partner Organisation their hosting capacity in case of any change to the VET fields previously provided and/or any change to the number of participants selected from each VET field.

e. Collecting CVs from participants and sending them to the Partner Organization at least 10 weeks before the mobility date. CVs must be written in English and include a photo of the participant.

f. Enabling participants to take part in online interviews conducted by the Partner Organization at least 8 weeks before the date of mobility,

g. Providinga scanned copy of the insurance with the names and surnames of the insured to the Partner Organization,

h. Sending by post or bringing in-person Learning Agreements (all pages) in English signed by the school principals, the participant, and the legal guardian (in case of underage participants),

i. Collecting a 20€ deposit in cash from each student upon arrival. The deposit will be returned on the last day of the stay in case no damages are incurred. It is possible not to collect the deposit if the Sending Organization expresses such a wish and assumes the financial responsibility in the event of damage,

During mobility:

a. Presenting compelling arguments and supporting evidence to the Partner Organization to justify the request for changing the host organization,

b.Seeking feedback from participants on their work placement progress every day,

After mobility:

a. Making sure that all work placement diaries (if applicable) are completed and signed by the Host Organisations. In case any signatures are missing, inform the Partner Organization about this fact.

§4

FINANCIAL TERMS

4.1. The Sending Organisation accepts the Annex I: Mobility Details & Budget submitted by the Supporting Organisation attached to this Agreement,

4.2. The Annex I: Mobility Details & Budget includes the essential services, meals and accommodation) and extra services (local transport),

4.3. Essential services cannot be removed from the Agreement. They might be subject to modification by mutual consent of the Parties hereto. Any change agreed upon shall be gathered in the Annex I: Mobility Details & Budget,

4.4. Extra services may be added, removed or modified by the Sending Organization on an ongoing basis during the preparation of the group for arrival, depending on the needs and available budget,

4.5. Invoices will be presented to the Sending Organization in EURO (€) currency,

4.6. The Sending Organisation must pay all bank charges associated with making payments,

4.7. If the Sending Organisation and the Supporting Organisation have not agreed differently, payment will be made in full within 30 days from invoice date,

4.8. The payment should be made to the account indicated in the invoice.

§ 5

CANCELLATION & REFUND POLICY

5.1. Non-fulfilment of the obligations described in this Agreement and its Annex 1: Mobility Details & Budget entitle the Sending Organization and the Supporting Organization respectively to withdraw from this Agreement.

5.2. Termination or any modification of the Agreement needs to be done in writing.

5.3. Either of the parties can cancel the mobility without any cost up to 90 days before the planned mobility date.

5.4. In the event of one of the Parties involved decides to cancel the mobility later than 90 days before the planned mobility, the following cancellation policy will apply:

a) A request for termination of this agreement between 90 and 61 days prior to the group's arrival date will be charged a fee equal to 5% of the previously agreed budget proposal,

b) A request for termination of this agreement between 60 and 18 days prior to the group's arrival date will be charged a fee equal to 20% of the previously agreed budget proposal,

c) A request for termination of this agreement between 17 days and the group's arrival date, will be charged a fee equal to 100% of the previously agreed budget proposal,

5.5. In the event of a participant withdrawing from the program and having to return to their home country, the Supporting Organization undertakes to carefully analyse the budget and make every effort to recover money and refund the Sending Organisation for the unused stay.

5.6. This Agreement has no effect in the event of an exceptional, sudden, external occurrence which impedes the fulfilment of the obligations stipulated in this Agreement and which remains outside the control of the Parties, such as state of emergency, martial law, pandemic.

§6

SPECIAL REGULATIONS, VALIDITY

6.1. Issues related to the cooperation between the Sending and Supporting Organisation which are not listed in this agreement will be determined under the content of the project (The Sending Organisation), and the content of the hosting country Civil Code of the Supporting Organisation.

6.2. Both the Sending and Supporting Organisations have confirmed they will fulfil their duties in accordance with the quality standards for the Erasmus+ Programme.

§7

AGREEMENT DATE AND SIGNATURES

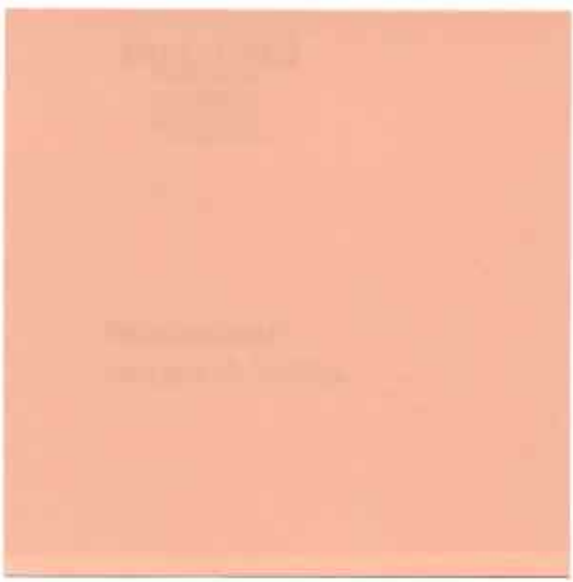
7.1. All Parties acknowledge that they have reviewed this Agreement, including the Annex I: Mobility Details & Budget attached, and agree to be legally bound by it.

7.2. The Agreement was drawn up in two identical copies, one for each Party.

THE SUPPORTING ORGANIZATION

Carlos Hoyo de la Torre

Director



THE SENDING ORGANIZATION

PhDr. KATARÍNA HRAŠNOVÁ, PhD., MPH

Director



Place and date:

Trnava,

13-10-2026,

travelmus

AGREEMENT ABOUT THE EXTENT AND QUALITY OF SERVICES

nus + KA121 & KA122

Project Number	Project Title if applicable	Mobility type
2026-1-SK01-KA121-VET-000411526		Short-term learning mobility of VET learners

BETWEEN

Stredná zdravotnícka škola
Daxnerova 6, Trnava
Slovakia
hereinafter referred to as the Sending Organisation (The Service Receiver)

AND

Travelmus S.L.U. (Travel Agency)
Av. Hytasa 36, Planta 1, Oficina 3
41006 Seville, Spain

hereinafter referred to as Service Provider

In light of the mutual commitments and agreements outlined herein, the Parties involved, with the intention of being legally bound, hereby agree as follows:

§ 1
PURPOSE OF THIS AGREEMENT

1.1 Service Provider will provide assistance to the Sending Organisation, as well as its participants and accompanying persons (if applicable), who are engaged in learning mobility under the Erasmus+ Programme.

1.2. The Contracting Parties commit to fulfilling the provisions of this Agreement diligently, promptly, and in accordance with the principles of partnership and cooperation.

1.3. This Agreement does not encompass obligations of the Sending Organisation arising from the financial agreement between the Sending Organisation/Controlling Body and their National Agency; it solely addresses obligations within the internal relationship between the Sending Organisation and the Service Provider.

1.4. This Agreement and Annex I: Mobility Details & Budget must be signed once the following strategic aspects of the project have been mutually agreed upon:

a. Dates for conducting mobility in the host country.

b. Number of participants and accompanying persons (if applicable) involved in the mobility.

c. Budget proposal.

1.5. Any changes to this Agreement must be mutually agreed upon by both Parties and reflected in Annex I: Mobility Details & Budget of this Agreement.

§ 2
SERVICES PROVISION OF SERVICE PROVIDER AS TRAVEL AGENCY – TRAVELMUS S.L.U.

The Service Provider can provide complementary services (if included in Annex I: Budget and Mobility Details) depending on the needs of the Sending Organisation:

2.1. Accommodation & Board Management

- Monitoring available accommodation and board, subject to quote requests, in order to secure the most cost-effective arrangements, and regularly updating the Sending Organisation regarding availability, prices, and booking status.
- Booking accommodation and board for all participants in line with the agreed programme, subject to the Sending Organisation's confirmation.
- Managing any changes related to accommodation and board, including participant substitutions, date modifications, and other unforeseen circumstances, while keeping the Sending Organisation informed.
- Coordinating check-in procedures for all participants and ensuring timely provision of booking confirmations and related documentation to the Sending Organisation.
- Providing continuous assistance to participants and the Sending Organisation in case of any issues or irregularities at the accommodation or with catering services.

2.2 Flight Tickets Purchase and Management

- Monitoring available flights and ticket sales to secure the most cost-effective options, and regularly updating the Sending Organisation regarding availability, prices, and booking status.
- Purchasing flight tickets for all participants in line with the agreed travel plan, subject to the Sending Organisation's confirmation.
- Managing any changes related to flights, including passenger name corrections, schedule modifications, and other unforeseen circumstances, while keeping the Sending Organisation informed.
- Coordinating the check-in process for all participants and ensuring timely delivery of boarding passes to the Sending Organisation.
- Providing continuous assistance to participants and the Sending Organisation in case of any issues or irregularities at the airport.

2.3. Airport transfer in host country

- Transfer of participants and accompanying persons to and from the airport, bus station, or railway station to and from the accommodation.

2.4. Cultural programme

- Organising and delivering cultural one-day trips. For the purposes of this Agreement, cultural trips shall mean exclusively one-day excursions, without overnight stay, carried out within the host country, in accordance with the previously agreed mobility plan.
- Organising and delivering cultural activities

2.5. Insurance purchase and management

- Purchasing and management of the travel medical and civil liability insurance to cover the mobility stay in host country.

§ 3
SERVICE PROVIDER – TRAVELMUS S.L.U. LIABILITY
(Travel Agency)

3.1. Liability for service provision

- The Service Provider shall be liable for damages resulting from gross negligence or failure to perform its obligations related to the purchase of flight tickets, organisation of transfers, and delivery of the cultural programme. In particular, this applies to situations where non-performance of a service arises solely from the Service Provider's omissions.

§4
RESPONSIBILITIES OF THE SENDING ORGANISATION

The Sending Organisation will take on the following responsibilities

4.1. General responsibilities:

a. Transportation Organization

- Organizing transportation to the airport in the home country.
- Providing the Service Provider with the participants' personal details (name, surname, date of birth, and ID/Passport number) in order to check them out and provide the boarding passes.

b. Cultural Activities and Excursions

- Analysing and discussing the cultural programme offered by the Service Provider with the participants.
- Informing the Service Provider of the selected activities and trips prior to arrival in the Host Country.
- If additional activities or trips are to be purchased during the mobility, the Sending Organisation must notify the Service Provider of its request at least 72 hours before the planned start. Provision of this service is subject to availability.

c. Insurance Coverage

- Purchasing adequate insurance for all participants.

d. Image and Data Use

- Obtaining signed consent forms from participants, agreeing to the processing of their personal data and publication of their images for Erasmus+ programme purposes.

§5
FINANCIAL TERMS

5.1. The Sending Organisation accepts the Annex I: Mobility Details & Budget submitted by the Service Provider attached to this Agreement.

5.2. The Annex I: Mobility Details & Budget includes all the services requested.

5.3. The Sending Organisation may, during the preparation phase prior to the group's arrival, request the addition, removal, or modification of services, subject to the agreed needs and available budget. Any alteration to the scope of the additional services specified in Annex I shall obligate the Service Provider to issue an updated cost calculation. Implementation of such alterations shall be conditional upon the Sending Organisation's prior written electronic

approval, which must be provided no later than seventy-two (72) hours before the scheduled commencement of the relevant service.

5.4. Invoices will be presented to the Sending Organisation in EURO (€) currency.

5.5. The Sending Organisation must pay all bank charges associated with making payments.

5.6. If the Sending Organisation and the Service Provider have not agreed differently, payment will be made in full within 30 days from invoice date.

5.7. The payment should be made to the account indicated in the invoice.

§ 6
CANCELLATION & REFUND POLICY

6.1. Non-fulfilment of the obligations described in this Agreement and its Annex 1: Mobility Details & Budget entitle the Sending Organisation and/or the Service Provider respectively to withdraw from this Agreement.

6.2. Termination or any modification of the Agreement needs to be done in writing.

6.3. Either Party may cancel the mobility without incurring any cost up to ninety (90) days prior to the planned mobility date, provided that flight tickets have not yet been purchased. If flight tickets, entrance tickets to monuments, or any other non-recoverable purchases have already been made, the cancelling Party shall bear the full cost of such purchases regardless of the cancellation date, unless the airline or supplier refunds all or part of the price. In such case, the Service Provider shall make all reasonable efforts to recover the funds, and any reimbursed amount shall be transferred to the Sending Organisation.

6.4. In the event that one of the Parties decides to cancel the mobility later than 90 days before the planned mobility date, the following cancellation policy will apply (in addition to covering any costs of purchased flight tickets):

a) A request for termination of this agreement between 90 and (61) days prior to the group's arrival date will be charged a fee equal to 5% of the previously agreed budget proposal.

b) A request for termination of this agreement between (60) and (18) days prior to the group's arrival date will be charged a fee equal to 20% of the previously agreed budget proposal.

c) A request for termination of this agreement between 17 days and the group's arrival date, will be charged a fee equal to 80% of the previously agreed budget proposal.

6.5 In the event that a participant withdraws from the programme and is required to return to their home country, the Service Provider shall carefully review the budget and make all reasonable efforts to recover any unused funds. Any amounts successfully recovered shall be refunded to the Sending Organisation in respect of the unused portion of the stay.

6.6. This Agreement has no effect in the event of an exceptional, sudden, external occurrence which impedes the fulfilment of the obligations stipulated in this Agreement and which remains outside the control of the Parties, such as state of emergency, martial law, pandemic.

§7
SPECIAL REGULATIONS, VALIDITY

7.1. Issues related to the cooperation between the Sending and Service Provider which are not listed in this agreement will be determined under the content of the project (The Sending Organisation), and the content of the hosting country Civil Code of the Service Provider.

7.2. Both the Sending and Service Provider have confirmed they will fulfil their duties in accordance with the quality standards for the Erasmus+ Programme.

§8
AGREEMENT DATE AND SIGNATURES

8.1. All Parties acknowledge that they have reviewed this Agreement, including the Annex I: Mobility Details & Budget attached, and agree to be legally bound by it.

8..2. The Agreement was drawn up in two identical copies, one for each Party.

THE SERVICE PROVIDER
TRAVELMUS S.L.U

Carlos Hoyo de la Torre

Director



THE SENDING ORGANIZATION

PhDr. KATARÍNA HRAŠNOVÁ, PhD., MPH

Director



euromind

idevelop

BILATERAL AGREEMENT ABOUT THE EXTENT AND QUALITY OF SERVICES

Erasmus + Programme KA121 & KA122

Project Number	Project Title if applicable	Mobility type
2026-1-SK01-KA121-VET-000411526		Short-term learning mobility of VET learners

BETWEEN

Stredná zdravotnícka škola

Daxnerova 6, Trnava

Slovakia

hereinafter referred to as the *Sending Organization*

AND

Euromind Portugal, Unipessoal, LDA

Av. 5 de Outubro 140 - Portugal

hereinafter referred to as *Host/Supporting Organization*

In consideration of the mutual covenants and agreements herein contained, the Parties hereto, intending, to be legally bound, agree as follows:

§ 1
PURPOSE OF THIS AGREEMENT

1.1. Host/Supporting Organisation Organization will provide support to the Sending Organisation as well as its participants and accompanying persons (if applicable) who participate in the learning mobility within the framework of the Erasmus+ programme,

1.2. The Contracting Parties undertake to fulfil the provisions of the Agreement with the utmost care, punctuality and in accordance with the rules of partnership and cooperation,

1.3. This Agreement does not deal with the obligations of the Sending Organisation, which stem from the financial agreement between the Sending Organisation / Controlling Body and their National Agency. In this Agreement are listed only those obligations which arise from the internal relationship between the Sending Organisation and the Host/Supporting Organisation.

1.4. The Agreement and the Annex I: Mobility Details & Budget must be signed the moment the following strategic aspects of the project have been jointly agreed on:

a. dates for carrying out the mobility in the host country,
b. the number of participants and accompanying persons (if applicable) who will participate in the mobility,
c. budget proposal,

1.5. All changes to this Agreement should be agreed upon by both Parties and included in the Annex I: Mobility Details & Budget to this Agreement,

§ 2
RESPONSIBILITIES OF THE HOST/SUPPORTING ORGANISATION

The Host/Supporting Organisation will provide the following services:

2.1. Learning Mobility Programme

2.1.1. General responsibilities:

Before mobility:

a. providing contact details of all Parties involved and ensuring that all documents are ready before the participants leave for their home country,

b. ensuring the linguistic support to that participants so that they can achieve the objectives of the learning mobility with the selected host organizations,

During mobility:

a. supervising the participants during their stay in the host country: readiness to deal with mobility problems before, during and after the learning mobility,

b. sharing materials of the project implementation in cooperation with the Sending Organization on the website of the Host/Supporting Organisation and in social networks,

c. Ensuring 24/7 availability for all serious and urgent matters and issues.

After mobility:

a. preparing two copies of Mobility Certificates confirming the completion of the Erasmus+ programme,

2.1.2. Programme-specific responsibilities: Short-term learning mobility of VET learners

Before the mobility

a. Supporting the Sending Organisation in the process of selecting Hosting Organisations, by:

- searching for and presenting potential Hosting Organisations in line with the vocational fields defined by the Sending Organisation,
- verifying the Hosting Organisations' capacity to provide placements for a defined number of participants (in the form of a table approved by the Sending Organisation),
- indicating the compliance of proposals with the learning objectives of the curriculum.

b. Supporting the organisation of online interviews with participants - at least 8 weeks before the start of the mobility (or as soon as possible if the agreement is signed later).

c. Analysing participants' CVs provided by the Sending Organisation and recommending possible matches.

d. Preparing proposals for assigning participants to Hosting Organisations according to their competences and needs - for approval by the Sending Organisation, no later than 7 days before the start of the mobility.

e. Translating the Learning Agreements for the Hosting Organisations.

f. Preparing a stay plan including details of all activities within the educational programme.

g. Supporting in case of Hosting Organisation's withdrawal - presenting alternative Hosting Organisations within 3 working days. The final choice lies with the Sending Organisation.

During the mobility

a. Assisting with the implementation of the educational programme by Hosting Organisations.

b. Assisting with collecting feedback from participants and Hosting Organisations.

c. Assisting with monitoring participants' work on dissemination materials (weekly meeting with the coordinator - 1 hour).

d. Analysing requests for changes of Hosting Organisation - preparing a report from talks with the Hosting Organisation and the participant, with recommendations for the Sending Organisation.

e. Mediation - supporting the participant and the Hosting Organisation in solving problems.

f. Finding and proposing a new Hosting Organisation (if necessary) within 3 working days from the joint agreement of the parties; the decision is approved by the Sending Organisation.

g. Proposing an alternative Hosting Organisation within 3 working days in case the Hosting Organisation terminates the cooperation with the participant; the decision is approved by the Sending Organisation.

After the mobility

a. Supporting in preparing Europass Certificates for participants.

b. Preparing Language Course Certificates (if applicable) - in two copies.

c. Drafting an Internal Mobility Report in English and submitting it to the Sending Organisation within 30 days after the mobility.

§3

RESPONSIBILITIES OF THE SENDING ORGANISATION

The Sending Organization will take on the following responsibilities:

3.1. General responsibilities:

a. Selecting participants for the project and sending their personal details (name, surname, date of birth and ID/Passport number) to the Host/Supporting Organisation at least 10 weeks before the mobility date or as soon as possible if the contract is signed later than 10 weeks before the mobility date,

b. Organising transportation from the home country to the receiving country. Providing the Host/Supporting Organisation Organization with the travel information details (flights arrival and departure times, flight numbers, airport names and contact persons' telephone numbers) at least 8 weeks before the mobility date or as soon as possible if the contract is signed later than 8 weeks before the mobility date,

c. Providing the Host/Supporting Organisation with any information regarding the health issues of both physical and mental nature of the selected participants and accompanying persons (if applicable) at least 2 weeks before the mobility date,

d. Conducting linguistic, practical and cultural preparation prior to the mobility if planned in the project,

e. Purchasing the adequate insurance for the participants,

f. Providing a signed consent form from the participants in which they agree to have their personal data proceeded and image published for the purposes of the Erasmus+ programme,

3.2. Programme-specific responsibilities: Short-term learning mobility of VET learners

Before mobility:

a. Informing the Partner Organisation about the VET fields the participants will be recruited from to enable the preparation of the budget proposal,

b. Recruiting the participants according to the hosting capacity per VET field provided by the Partner Organisation described in the budget proposal and Annex I to this contract,

c. Informing about the age range of the participants so that the Partner Organisation can adapt the mobility programme to their skills and abilities,

d. Obligatorily checking with the Partner Organisation their hosting capacity in case of any change to the VET fields previously provided and/or any change to the number of participants selected from each VET field.

e. Collecting CVs from participants and sending them to the Partner Organization at least 10 weeks before the mobility date. CVs must be written in English and include a photo of the participant.

f. Enabling participants to take part in online interviews conducted by the Partner Organization at least 8 weeks before the date of mobility,

g. Providinga scanned copy of the insurance with the names and surnames of the insured to the Partner Organization,

h. Sending by post or bringing in-person Learning Agreements (all pages) in English signed by the school principals, the participant, and the legal guardian (in case of underage participants),

i. Collecting a 20€ deposit in cash from each student upon arrival. The deposit will be returned on the last day of the stay in case no damages are incurred. It is possible not to collect the deposit if the Sending Organization expresses such a wish and assumes the financial responsibility in the event of damage,

During mobility:

a. Presenting compelling arguments and supporting evidence to the Partner Organization to justify the request for changing the host organization,

b.Seeking feedback from participants on their work placement progress every day,

After mobility:

a. Making sure that all work placement diaries (if applicable) are completed and signed by the Host Organisations. In case any signatures are missing, inform the Partner Organization about this fact.

§4

FINANCIAL TERMS

4.1. The Sending Organisation accepts the Annex I: Mobility Details & Budget submitted by the Host/Supporting Organisation attached to this Agreement,

4.2. The Annex I: Mobility Details & Budget includes the essential services (mobility programme).

4.3 Essential services cannot be removed from the Agreement.

4.4. Invoices will be presented to the Sending Organization in EURO (€) currency,

4.5. The Sending Organisation must pay all bank charges associated with making payments,

4.6. If the Sending Organisation and the Host/Supporting Organisation have not agreed differently, payment will be made in full within 30 days from invoice date,

4.7. The payment should be made to the account indicated below:

Account Holder	Euromind Portugal, Unipessoal, LDA
Bank	Millenium Banco Comercial Portugues, S.A.
Bank branch address	Praça de Dom João I, 28, 4000-295 Porto, Portugal, Portugal
IBAN	PT50-0033-0000-45660526567-05
BIC / SWIFT	BCOMPTPL

§ 5

CANCELLATION & REFUND POLICY

5.1. Non-fulfilment of the obligations described in this Agreement and its Annex 1: Mobility Details & Budget entitle the Sending Organization and/or the Host/Supporting Organisation respectively to withdraw from this Agreement.

5.2. Termination or any modification of the Agreement needs to be done in writing.

5.3. If the participant cancels the course more than 30 days before the course commences, all fees will be refunded.

- If the participant cancels the course between 30 and 7 days before the course starts, they will be refunded in a form of a voucher to be used for the future courses delivered within 12 months.
- The course is non-refundable If the participant cancels 7 days before the course start date.

5.4. This Agreement has no effect in the event of an exceptional, sudden, external occurrence which impedes the fulfilment of the obligations stipulated in this Agreement and which remains outside the control of the Parties, such as state of emergency, martial law, pandemic.

§6

SPECIAL REGULATIONS, VALIDITY

6.1. Issues related to the cooperation between the Sending and Host/Supporting Organisation which are not listed in this agreement will be determined under the content of the project (The Sending Organisation), and the content of the hosting country Civil Code of the Host/Supporting Organisation.

6.2. Both the Sending and Host/Supporting Organisation s have confirmed they will fulfil their duties in accordance with the quality standard for the Erasmus+ Programme.

7

AGREEMENT DATE AND SIGNATURES

7.1. Both of the Parties acknowledge that they have reviewed this Agreement, including the Annex I: Mobility Details & Budget attached, and agree to be legally bound by it.

7.2. The Agreement was drawn up in two identical copies, one for each Party.

THE HOST/SUPPORTING ORGANIZATION

Carlos Hoyo de la Torre

Director



THE SENDING ORGANIZATION

PhDr. KATARÍNA HRAŠNOVÁ, PhD., MPH

Director



Annex 1: Mobility Details & Budget

attached to the Bilateral Agreement on the Extent and Quality of Services signed between Stredná zdravotnícka škola (Sending Organization) and the Partner Organisations.

1 Short-term learning mobility of VET learners (2026-1-SK01-KA121-VET-000411526)

PARTICIPANTS			
Service description	€/person	Pax	€/group
Support in preparation and delivery of short-term learning mobility programme of VET learners in companies, care, 24/7h availability in case of emergencies	250,00 €	8	2.000,00 €
Accommodation Setubal Accommodation Lisboa Sur, Full Board - 14 nights (06/12/2026 - 20/12/2026)	1.027,83 €	8	8.222,64 €
Navegante Ocasional Longa Linha 30 zappings (rides)	52,50 €	8	420,00 €
Transfer from Lisboa (Humberto Delgado Airport) to Setúbal (Setubal Accommodation Lisboa Sur) (06/12/2026 - 06/12/2026)	28,00 €	8	224,00 €
Transfer from Setúbal (Setubal Accommodation Lisboa Sur) to Lisboa (Humberto Delgado Airport) (20/12/2026 - 20/12/2026)	28,00 €	8	224,00 €
Cultural activity: Project promotion (dissemination) meetings with euromind Coordinator (1 hour per week)	0,00 €	8	0,00 €
Cultural activity: Practical Preparation for Mobility	0,00 €	8	0,00 €
Cultural activity: Walk around Setubal city centre	0,00 €	8	0,00 €
Total Participants			11.090,64 €

ACCOMPANYING PERSONS			
Service description	€/person	Pax	€/group
Accommodation Setubal Accommodation Lisboa Sur, Full Board - 14 nights (06/12/2026 - 20/12/2026)	~~1.152,23 €~~ 576,12 €	2	~~2.304,46 €~~ 1.152,23 €
Navegante Ocasional Longa Linha 30 zappings (rides)	52,50 €	2	105,00 €
Transfer from Lisboa (Humberto Delgado Airport) to Setúbal (Setubal Accommodation Lisboa Sur) (06/12/2026 - 06/12/2026)	28,00 €	2	56,00 €
Transfer from Setúbal (Setubal Accommodation Lisboa Sur) to Lisboa (Humberto Delgado Airport) (20/12/2026 - 20/12/2026)	28,00 €	2	56,00 €
Cultural activity: Practical Preparation for Mobility	0,00 €	2	0,00 €
Cultural activity: Walk around Setubal city centre	0,00 €	2	0,00 €
Total Accompanying Persons			1.369,23 €

TOTAL Short-term learning mobility of VET learners (2026-1-SK01-KA121-VET-000411526) 12.459,87 €

2. Accommodation booking details

2.1. The budget has been calculated based on the room arrangements specified herein. Should there be any changes to the room configuration, the budget must be revised and updated accordingly.

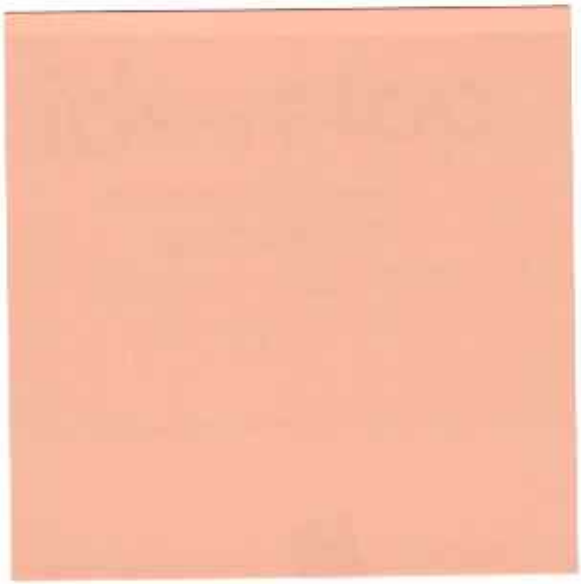
Setubal Accommodation Lisboa Sur (Full Board): 06/12/2026 - 20/12/2026

Participants	Room	Nights
x 8	2 x quadruple	14

Accompanyings	Room	Nights
x 2	2 x single	14

Carlos Moyo de la Torre

Director



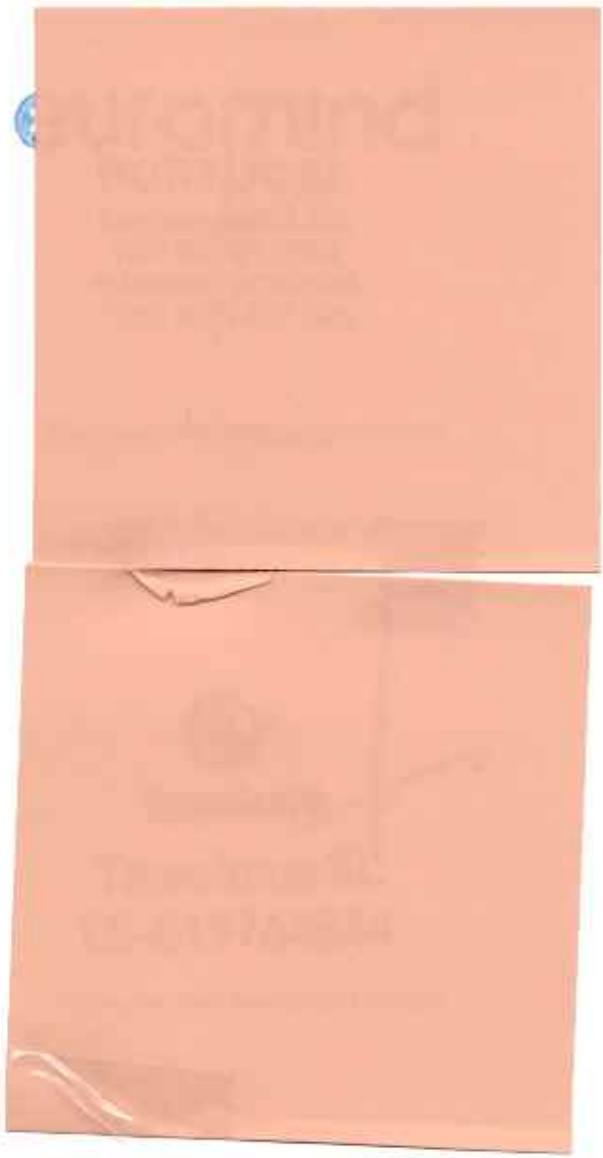
Annex 1: Mobility Details & Budget

4. Agreement date and signatures

4.1. All Parties acknowledge that they have reviewed the Annex I: Mobility Details & Budget and agree to be legally bound by it.
4.2. This Annex Version cancels the previous one(s).
4.3. The Annex I: Mobility Details & Budget has been prepared in two identical copies, one for each Party.

THE PARTNER ORGANIZATION

Carlos Hoyo de la Torre
Director



THE SENDING ORGANIZATION

PhDr. KATARÍNA HRAŠNOVÁ, PhD. MPH

Director



3. Learning sector per participant

3.1. The budget has been calculated based on the allocation of the following learning sectors to the specified number of participants, as outlined in the table below:

Learning sector	Learning type	Participants
Health & Social Care		6
Health & Social Care		2