

Date: 7th April 2026

Ref: AS.PROC.26.26

Email: procurement.sapport@gov.mt

Deadline for Submission: 21st April 2026

Subject: Expression of Interest for Driving Instructors

1. Service Requirements

Aġenzija Sapport is inviting qualified Driving Instructors to submit their interest in registering as Driving Instructors with Aġenzija Sapport Adaptive Driving Motoring School (L527).

The chosen Driving Instructors are to provide driving lessons to persons with disabilities using the adapted vehicle of Aġenzija Sapport which is equipped with various modifications for the use of persons with physical disabilities.

All necessary training will be provided to the chosen Driving Instructor/s including a paid initial four-hour training session.

2. Scheduling, Location and Times of Service Requirement

The vehicle is situated within Aġenzija Sapport premises in Qrendi.

The date and time of any driving lesson shall be agreed at the convenience of the Driving Instructor and the student learner including, but not limited to, evenings and Saturdays, and according to availability of the vehicle in respect of bookings by the other Driving Instructors within the Adaptive Driving Motoring School.

The team at Sonia Tanti Independent Living Centre is responsible for the administrative aspect of this service and will be available to guide the chosen Driving Instructors by phone and messaging.

3. Payment Terms

The initial three-hour training session shall be paid by Aġenzija Sapport at the rate of €20.00 per hour. Observation sessions with the present Driving Instructor may be arranged up to a maximum of four (4) hours paid at the rate of €20.00 per hour.

Driving lessons shall be paid for directly by the student learners at fixed rates of €20.00 per hour. Payments will be made in cash, card, or transfer following the termination of each lesson. The Driving Instructor is obliged to provide a receipt for each session.

At the end of each month, the driving instructor shall present a log sheet with the number of hours of driving lessons provided. Aġenzija Sapport will pay the driving instructor an additional €20.00 per one (1) hour driving lessons. An invoice claiming this payment shall also be presented to the Agency, at the end of the month, together with the log sheet. The Agency may set a limit on the total number of hours for which this extra payment is made.

This is a self-employed opportunity and not direct employment with the Agency and thus interested individuals shall be registered with the VAT Department and shall be in possession of a VAT receipt book. Applicants must also be able to communicate in Maltese and English.

4. Eligibility and Selection Criteria

Interested Driving Instructors shall be registered with Transport Malta and shall have the aptitude to work with persons with disabilities. Previous experience of working with persons with disabilities will be considered an asset.

5. Submission of Applications

Interested individuals are requested to submit the following documents together with their application:

- Copy of the Driving Instructors tag issued by Transport Malta
- Recent Police Conduct collected in the last three months prior to applying for this Expression of Interest

Applications, together with the required documents, are to be submitted via email to procurement.support@gov.mt by no later than **21st April 2026**.

Applicants are kindly asked to include the EOI Reference Number in the email subject line when submitting their application.