



REQUEST FOR QUOTATIONS

RELATED TO THE WEF-NEXUS BOOTCAMP ORGANISATION

Reference number: RSS/WEFCAP/0012/2023

This request for quotation does not commit the Contracting Authority to award the contract. In no event shall the Contracting Authority be liable for any damages whatsoever including, without limitation, damages for loss of profits, in any way connected with the closing of this request without awarding the contract or implementing the activities.

- REFERENCE NUMBER: RSS/WEFCAP/0012/2023
- Budget allocated: EUR 13,000.00
- BACKGROUND INFORMATION
 - **Project Description:** The Technology Transfer and Capitalization of Water Energy Food NEXUS (WEF-CAP) project aims to support commercialising and deploying innovations in water, energy and food (WEF-NEXUS) which would allow improving resilience and efficiency in the use of these critical resources. Considering joint challenges at regional and cross-border levels and the fragmented business ecosystem lacking a cross-Mediterranean coherent framework, WEF-CAP will combine the capitalisation and expansion of tools and methodologies used for innovation commercialisation with the capitalization of WEF innovations in efficient practices for replication across the Mediterranean area. This will be done through the support of sustainable and resilient agri-food sector production, thus improving energy and water efficiency: renewables, wastewater treatment, water harvesting and reuse, etc. WEF - CAP will apply past and ongoing WEF efficient practices and policies for replication under the framework of a meta cluster, reinforcing networks while mainstreaming gathered territorial evidence for effective capitalisation. A successful implementation will enhance the regional SMEs' competitiveness and job creation, generating spillover effects in knowledge, resource efficiency, and quality of life.
 - **Project Objective:** To consolidate a water, energy, and food regional meta cluster that fosters cooperation and tech transfer while mainstreaming policy impact for innovation-driven growth.
 - Purpose of the contract:

Organisation of bootcamp activity within the framework of WEFCAP Project.

1.1 Activities under this ToR

1.1.1 Bootcamp organization



Description of bootcamp

This 3-day bootcamp will provide innovators, researchers and entrepreneurs with the opportunity to build their capacity in technology pitching skills. Participants will also gain access to invaluable networking opportunities, and receive support for the dissemination and capitalization of their products and technologies. Matchmaking support, investment and mentorship options, and potential business development routes will also be available throughout the bootcamp. This event is designed to help attendees gain the skills and resources they need to succeed in the technology industry. 12 participants of technical teams in academia or startups will undergo advanced capacity building and support to get their innovative products to the markets through spinouts, startups, or tech transfer. They will also receive a trusting, one-to-one meetings with experts, mentors and investors.

The objectives of the 3-Day Bootcamp are:

- Build the capacity of attendees in technology pitching skills
- Provide participants with networking opportunities
- Support the dissemination and capitalization of their products and technologies.
- Provide hands-on matchmaking support
- Provide investment and mentorship, and potential business-development routes.

Mode of Implementation

- The bootcamp would be held for 3 days; each day would be dedicated to a particular topic.
- Each day would host a set of lectures, group discussions and hands-on activities.
- The topics covered will include developing business ideas, customer discovery, market research, product development, marketing, pitching and more.

Main foreseen activities of service provider

Overall organisation of the bootcamp and includes:

1. Coordinating logistics: The service provider team will be responsible for organising the conference, including selecting the venue, coordinating with speakers and attendees, transportation, accommodation, catering, and AV equipment.
2. Developing and managing the budget for the event, including negotiating contracts with vendors, tracking expenses, and preparing financial reports, and identifying and recruitment of competent experts and trainers
3. Facilitate and implement partnerships with relevant organisations to maximise the impact of the boot camp.
4. Prepare testimony, documentary video and press release of the event.
5. Printing of relevant materials and working closely with the project manager to ensure meeting visibility guidelines and overall organization.



Expected Outcome

The bootcamp aims towards providing effective technology pitching, increased engagement through direct contact, and partners database contact networks supported by the project's dissemination strategy.

-Subcontracting

- Subcontracting is prohibited given the type of service being awarded.
- The selected external contractor may not transfer or assign to third parties the contract or part of it, nor the commitments or obligations arising from it.

-Contractual expenses

- The conclusion of the contract will take place by private writing. All eventual expenses and taxes inherent in the stipulation of the contract and any of the contract and its possible registration, will be borne by the contractor.
- The successful bidder is committed to the stipulation of the contract from the moment of submission of the bid, while the Contracting Project Partner remains committed from the moment of approval of the final award.
- The Service Provider is required to exercise fairness and confidentiality through the entire management process, with approval from the Contracting Project Partner Management Office

-Contracting authority Management

-Responsible body

The implementation of the contract will be under the authority of the Egyptian Center for Innovation and Technology Development

-Reporting

The services provider will submit to Contracting Project Partner, a final report that includes all carried out activities by the end of the implementation period.

-Logistics and timing

-Location

Amman, Jordan



–Start date & Period of implementation of tasks

Foreseen start date: **28th August 2023** with an implementation period that might last till **30th August 2023**

Also, the Contracting partner reserves the right to request an extension of the contract subject to the needs of the activities.

–Award Criteria

Best price-quality ratio (80/20)

–Personal DATA

1. Any personal data included in the contract shall be processed pursuant to Regulation (EC) No 45/2001 on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data. The data shall be processed solely for the purposes of the performance, management and monitoring of the contract by the Contracting Authority without prejudice to possible transmission to the bodies charged with monitoring or inspection in application of EU law. The Contractor shall have the right to access his/her personal data and to rectify any such data. Should the Contractor have any queries concerning the processing of his/her personal data, s/he shall address them to the Contracting Authority. The Contractor shall have right of recourse at any time to the European Data Protection Supervisor.
2. Where the contract requires processing personal data, the Contractor may act only under the supervision of the data controller, in particular with regard to the purposes of processing, the categories of data which may be processed, the recipients of the data, and the means by which the data subject may exercise his/her rights.
3. The data shall be confidential within the meaning of Regulation (EC) No 45/2001 of the European Parliament and of the Council on the protection of individuals with regard to the processing of personal data by Community institutions and bodies and on the free movement of such data. The Contractor shall limit access to the data to staff strictly needed to perform, manage and monitor the contract.
4. The Contractor undertakes to adopt technical and organisational security measures to address the risks inherent in processing and in the nature of the personal data concerned in order to: prevent any unauthorised person from having access to computer systems processing personal data, and especially:



–APPLICATION (HOW TO APPLY)

You will be kindly requested to submit your offer in line with the templates which provided in the invitation email/published no later than **August 22nd, 2023 16:00 CET** to the following address:

- by email to n.akileh@ipark.jo, m.aljafari@ipark.jo, rss.procurement@rss.jo, doraid.elfawair@rss.jo. Offers submitted by any other means will not be considered.

Offers received after the deadline will be automatically excluded from further evaluation.

The Offer must include a technical offer and a financial offer.

The pages of the technical and financial offers must be numbered.

–Technical offer:

The technical offer must include the following:

- a. “Technical offer” A brief (max two pages) outlines the applicant’s reflections on the TOR of the RFQ (not simply repeating the TOR), including initial thoughts on process and potential challenges according to the template for technical offer format;
- b. Completed, signed and stamped: “**Completed financial identification form**” to indicate the bank account into which payments should be made if the tender is successful;
- c. Completed, signed and stamped: “**Completed Legal entity file**”

–Financial offer

- a. Financial offer signed and dated according to the financial offer template

Tenderers are reminded that the maximum budget available for this contract shall not exceed the budget indicated below. Payments under this contract will be made in EUR currency.

–The budget allocated:

- Organization of a bootcamp event: EUR 13,000.00

–Period during which offers are binding

Applicants are bound by their offers for 90 days after the deadline for submitting offers or until they have been notified of non-award.

The selected applicant must maintain its offer for a further 60 days. A further period of 60 days is added to the validity period irrespective of the date of notification.

–list of annexes:

–documents to submit



- a) 1: Technical offer;
- b) 2: Financial offer
- c) 3: Financial identification form