



MAIA-TAQA Project Call for proposals: Calling for services to support Lebanese SMEs in the energy and wastewater sectors in identifying innovation needs, reducing technical, business and commercial barriers.

Although participating regions of the MAIA-TAQA project are heterogeneous in terms of innovation, they do share a common challenge: to develop and to define in details a group of new services, with strong innovative character, in the field of sustainability (energy, water, resources) for the SMEs from the MED countries. For this reason, in the context of the MAIA-TAQA, ENI CBC MED program funded by EU, The Euro Lebanese Centre for Industrial Modernisation (ELCIM) at the Industrial Research Institute (IRI), has designed and launched the innovation services that will be further be capitalized under the Innovation One-Stop-Shop office (IOSS).

Among these services, an innovation voucher system will be tested, under the form of incentives (subcontracts) that will support the purchase of innovation services by local SMEs, to introduce innovation in the field of resource efficiency.

The selected SME won't receive direct money, but an in-kind contribution from the MAIA-TAQA project in the form of personalized innovation and knowledge services.

This is an activity that aims to provide opportunities to early and growth-stage entrepreneurs in the water and energy sectors to grow their ventures and access regional and international markets with the needed connections to expand and explore business prospects and partnerships.

Participating SMEs will be matched with a hosting organization and will get support to enter new markets and expand their business through customized business development, visibility

MAIA-TAQA

and marketing services, and regional field visit opportunities. More information about the project can be found here: <https://www.enicbcmmed.eu/projects/maia-taqa>.

In this regard, ELCIM is inviting you to apply this call in order **to deliver a group of service packages for selected innovation vouchers of the MAIA-TAQA project** in Lebanon, and to **implement some of the initiatives identified in this ToR.**

DEADLINE AND PROCEDURE FOR SUBMISSION OF THE TENDERS: 19 April 2023 until 3 p.m. C.E.T.

Any tender received after this deadline will be automatically rejected.

If no tenders have been received by the deadline or the tenders received are not compliant with the Selection Criteria (Section 3), the deadline could be exceptionally extended.

The content of the tenders shall address the requirements described in section 3 “Selection Criteria”. The tenderers will submit their tenders by e-mail clearly indicating:

- Title of the tender
- Reference code of the tender
- Name and address of the tenderer

The tender submission form and all the list of annexes mentioned below shall be provided as attachment to the e-mail address: elcim@elcim-lb.org.

1. TECHNICAL INFORMATION

The tenderers are required to provide services as indicated below:

Objective of the assignment

A call for applications was released in order to selected the companies that will benefit from the innovation vouchers support. It resulted in the selection of three proposals as follows:

The call for application resulted in selection of three proposals as follows:

1. “Biobased Material into construction material for Energy Efficient Buildings” by “**Company 1**”, Zouk-Mosbeh, Lebanon.
2. “An innovative waste water dewatering process” by “**Company 2**”, Hazmieh, Lebanon.
3. “Industrial design and Marketing materials for manufacturing a new prototype for a water tank” by “**Company 3**”, Beirut, Lebanon.

MAIA-TAQA

The objective of the assignment is to offer support for the three above selected proposals through different services packages that meets their innovation.

The type of services covered throughout the MAIA-TAQA voucher call are:

Service Lots

<p>Company 1</p>	<p>Description of the innovation activity linked to service demanded: The company is proposing a new and innovative type of energy efficient building material that not only offers thermal insulation but is also a means of energy storage. This leads to an enhanced thermal comfort and reduced energy consumption. The services requested by “Company 1” include obtaining the CE mark for their innovation, filing for a patent, an international incorporation of the company, and assistance in the go-to-market strategy.</p>
<p>Service 1</p>	<p>Description of the service: Internationalization of the company</p> <p>Scope of work: This service includes facilitating the incorporation of the company (including: legal and co-working space)</p> <p>Expected outcome: Expanding the company’s business to France.</p>
<p>Service 2</p>	<p>Description of the service: Intellectual property</p> <p>Scope of work: This service includes the legal and patent filing to protect the SME innovation on national and international levels.</p> <p>Expected outcome: Prior art search, intellectual protection</p>
<p>Service 3</p>	<p>Description of the service: CE Marking</p> <p>Scope of work: This service includes the consultant and documentation to ensure that the product meets the EU requirements and can be sold in that region.</p> <p>Expected outcome: CE marketing for the product.</p>
<p>Service 4</p>	<p>Description of the service: Knowledge provider to facilitate participation in International Events.</p> <p>Scope of work: This service includes the participation in international exhibition to increase visibility and exposure.</p> <p>Expected outcome: The participation in such event will help the company get more exposure and introduce it to potential customers and/or partners</p>

<p>Service 5</p>	<p>Description of the service: Laboratory Tests</p> <p>Scope of work: This service includes performing laboratory tests for thermal and sound characteristics and aging tests.</p> <p>Expected outcome: These quality tests are essential to further study the product's performance.</p>
<p>Service 6</p>	<p>Description of the service: Marketing and Communication</p> <p>Scope of work: This service includes the registering, updating, and maintaining the website and social media platforms.</p> <p>Expected outcome: This service is needed to maintain and boost the company website and social media platforms to reach a larger audience, by devising, planning, and implementing digital marketing campaigns across channels, managing the social media platforms, and continuously updating the website.</p>
<p>Service 7</p>	<p>Description of the service: Building Capacity and training on building energy modeling</p> <p>Scope of work: Training on BEM (Building Energy Modeling) for building capacity and strengthening the company's team skills.</p> <p>Expected outcome: Building capacity and strengthening the company's team skills.</p>

<p>Company 2</p>	<p>Description of the innovation activity linked to the service demanded: While regulations discourage homeowners from investing in a waste water treatment system, "Company 2" created an innovative solution that is a dewatering process that addresses the frequent need for desludging from septic systems. It separates the water from the solids on-site and allows the recovery of the collected bio-waste into bio-resources which ensures its economic viability and sustainability. The innovative solution enables governments and municipalities to treat fecal sludge and comply with the discharge guidelines without stressing about the high cost of implementation and the secure of infrastructure.</p>
<p>Service 8</p>	<p>Description of the service: Laboratory Testing 2</p> <p>Scope of work: This service includes testing for compost and sludge samples to look into its quality in terms of pathogens, nutritional value and heavy metals.</p>

	<p>Expected outcome: Collection of dewatered sludge samples, dried sludge samples and composted sludge samples for the assessment of the end product and its suitability for reuse in agricultural activities as well as for the assessment of different treatment methods: hot air drying and composting.</p>
Service 9	<p>Description of the service: on-site testing</p> <p>Scope of work: This service includes the truck and crane rental for the transportation of equipment to and from Qaraoun WWTP for a flocculation and dewatering trial on-site. This includes laborers for the on-site assembly and disassembly of equipment.</p> <p>Expected outcome: Transportation of equipment to and from Qaraoun WWTP for a flocculation and dewatering trial on-site</p>
Service 10	<p>Description of the service: Business Support</p> <p>Scope of work: The service provider will provide support/assistance/guidance to the SME in order to help them to create a management platform for the company. The service includes IT technical business support to be used for accounting, sales, purchase, inventory, projects, analytics, configuration, data lists import, bill of materials, production lines, resources, product life-cycle, training, and up to 20 hours of customizations.</p> <p>Expected outcome: Management of projects (including financials, HR, etc.)</p>
Service 11	<p>Description of the service: Market study & Go-to market strategy</p> <p>Scope of work: This service covers an international market study for compost and non-sewered sanitation markets for the determination of potential markets for fecal sludge management, recovery and sales of solid fertilizers. In addition, this includes a go-to market strategy for market penetration for the implementation of circular economy models.</p> <p>Expected outcome: Market study & go-to market strategy</p>
Service 12	<p>Description of the service: Graphic design</p> <p>Scope of work: This service includes the graphic design work for products' material for the sales team and standardization of product sheets, brochures, presentation templates, proposal templates and emails.</p>

	<p>Expected outcome: Graphic design for product sheets, brochures, presentation templates, proposal templates and emails.</p>
Service 13	<p>Description of the service: Training on laboratory testing</p> <p>Scope of work: This service includes training of team members on laboratory testing and procedures to enhance credibility for internal testing results. Also, included a pricing training and leadership training.</p> <p>Expected outcome: Building capacity for the company team.</p>
Service 14	<p>Description of the service: Membership to the Fecal Sludge Management</p> <p>Scope of work: This service includes facilitating membership (One year) to the Fecal Sludge Management Alliance that would allow us to gain exposure to a global market focused on non-sewered sanitation which will allow for increased sales. The membership allows to gain access to a network of expert group of organizations and individuals focused on improving non-sewered sanitation across the globe, and receive priority access to valuable knowledge resources.</p> <p>Expected outcome: Membership (One year) to the Fecal Sludge Management Alliance</p>

Company 3	<p>Description of the innovation activity linked to service demanded: The company aims to develop an innovative biological wastewater treatment system that is installed onsite, and monitored remotely via a suite of Internet-connected devices. And for water-scarce regions like the Middle East, the treated wastewater can be reused for irrigating the landscape. This reuse is also a service by Company 3 that needs careful planning, especially for customers with large volumes of wastewater.</p>
Service 15	<p>Description of the service: Marketing materials</p> <p>Scope of work: This service includes Provision of marketing materials, Explainer Video, Branding, Brochures, and website to better communicate the company products and services to potential customers.</p>

	<p>Expected outcome: Marketing materials, Explainer Video, Branding, Brochures, and website</p>
<p>Service 16</p>	<p>Description of the service: Industrial technical design of water tank</p> <p>Scope of work: A prototype water tank was designed to be manufactured in parts, shipped as a flat-pack, and assembled at its final destination. This service consists on having a professional industrial design firm to further develop this design so that it can be mass manufactured with precision and at low cost.</p> <p>Expected outcome: Industrial design of water tank</p> <ul style="list-style-type: none"> ● Design and selection of the best manufacturing process. ● Estimation of the cost of manufacturing. ● Development of 3D concept sketches ready for manufacturing. ● Development a DFM (design for manufacturing) report.
<p>Service 17</p>	<p>Description of the service: IoT monitoring system</p> <p>Scope of work: This service includes the development of an IoT monitoring system design and optimization for the wastewater treatment system.</p> <p>Expected outcome: IoT monitoring system design for the wastewater treatment system.</p>

2. PERIOD OF IMPLEMENTATION AND FINANCIAL INFORMATION

The intended start date is **1st May 2023** and the **period of implementation of the contract** will be until the end of **July 2023**.

The maximum available value for the contract is **60,000 EUR**, including all taxes, for all the service packages combined (with a threshold of 20,000 EUR per Company).

3. SELECTION CRITERIA

The procurement procedure is a public open tender.

Immediate availability to start implementation as of May 2023 is required.

 **MAIA-TAQA**

Excellent reporting skills in English are necessary. In the eventuality that the final deliverables do not meet the quality standards, these will be need to undergo a proofreading process by a professional company at the expense of the contractor.

The tenderer must submit a proposal of no more than 5 pages, which will respond to the services lots need of the MAIA-TAQA project's SMEs beneficiary expressed in this document.

The proposal must be clear in:

- Understanding the objectives and needs of the selected service and/or services lots
- Identifying the service that the tenderer is requesting in the title. Noting that the tenderer may submit an application for one service or a number of them.
- Proposing a clear methodology and timeline to carry out the assignment. In this regard, the correct adaptation to the context and objectives of the MAIA-TAQA project will be a key element for evaluating the proposal.
- Additional and differential value provided in the proposal and the deliverables.

The candidates will prove their competences in the above-mentioned fields by attaching their CV, examples of previous research or studies developed by them, in addition to any other relevant documents.

If the examination of the application reveals that the proposed action does not meet the eligibility criteria stated in Section 3, the application will be rejected on this sole basis.

(1) STEP 1: OPENING & ADMINISTRATIVE CHECKS

During the opening and administrative check, the following will be assessed:

- If the deadline has been met. Otherwise, the application will be automatically rejected.
- If the application satisfies all the criteria specified in the checklist in the service provider application form. This includes also an assessment of the eligibility of the action. If any of the requested information is missing or is incorrect, the application may be rejected on that **sole** basis and the application will not be evaluated further.

(2) STEP 2: EVALUATION OF THE APPLICATION

The applications that pass the opening and administrative checks will be further evaluated on their quality, including the proposed budget and capacity of the applicants. They will be evaluated using the evaluation criteria in the evaluation grid below.

Evaluation of the proposals:

- 35% for the methodology and calendar on how to carry out the assignment
- 30% for the experience in managing similar tasks
- 35% for the most economical offer

The evaluation will be done independently by a panel of at least 3 representatives of the MAIA-TAQA project partner. The final results will be an average of the ratings given by the panel. In the event of a tie, preference will be given to the most economically advantageous offer.

The successful and unsuccessful tenderers will be informed of the results of the evaluation procedure in writing by email.

4. HOW TO APPLY AND THE PROCEDURES TO FOLLOW

Applications

Service Provider applicant is invited to submit an application using the model of application form annexed to these guidelines (Annex A). Please note that it is compulsory to fill in the reference service code of the tender. Applicants must apply in English.

Applicant **can apply to one or more services or service lots**, indicating the corresponding number of the service lot its related financial offer.

The application form should be completed carefully and as clearly as possible in order to be assessed properly. Any error related to the points listed in the checklist of the subgrant application form or any major inconsistency may lead to the rejection of the application. Clarifications will only be requested when the information provided is unclear and thus prevents the project partner ELCIM-IRI from conducting an objective assessment.

Hand-written applications will not be accepted.

Please note that only the application form and the published annexes which must be filled in will be evaluated. It is therefore of utmost importance that these documents contain ALL the relevant information concerning the action.

Where and how to send applications

Signed applications and complete documentation should be submitted by mail to elcim@elcim-lb.org with the subject: "Service Provider - MAIA-TAQA Project".

Deadline for submission of applications

Application must be reached within 19/04/2023 Application received after the date indicated will not be taken into account.

Further information about applications

Questions may be sent by e-mail no later than 5 days before the deadline for the submission of applications to the following e-mail addresses j.chebli@elcim-lb.org n.abizeid@elcim-lb.org , indicating clearly the reference of the call for subgrants.

MAIA-TAQA

The MAIA-TAQA partner have no obligation to provide clarifications to questions received after this date. Replies will be given no later than 5 days before the deadline for the submission of applications.

To ensure equal treatment of applicants, the project partner cannot give a prior opinion on the eligibility of applicants, co-applicants, or an action.

No individual replies will be given to questions. All questions and answers as well as other important notices to applicants during the course of the evaluation procedure, will be published on the website <https://www.enicbcmmed.eu/projects/maia-taqa> as the need arises. It is therefore advisable to consult the above-mentioned website regularly in order to be informed of the questions and answers published.

Indicative timetable

	DATE	TIME
1. Deadline for requesting any clarifications from the project Lead Beneficiary / partner	5 days before the submission deadline	12:00 AM CET TIME
2. Last date on which clarifications are issued by the project Lead Beneficiary / partner	5 days before the submission deadline	12:00 AM CET TIME
3. Deadline for submission of applications	19/04/2023	12:00 AM CET TIME
4. Information to applicants on the evaluation	24/04/2023	-
5. Notification of award	26/04/2023	-

List of annexes

DOCUMENTS TO BE COMPLETED:

Annex A: [Sub-grant application form](#) (Word format)

Annex B: Financial Offer