



Euro-Mediterranean Network Facilitating Market Uptake of Innovations from SME

Project Acronym: EMPHASIS

Number of Reference: C_A.2.2_0022

Tender for External Services

Description: Capacity Building of SMEs

Tender No.: Emphasis-JUST 1

Contracting Organization:

Jordan University of Science and Technology



The “EMPHASIS - Euro-Mediterranean Network Facilitating Market Uptake of Innovations from SME” (Ref. No.: C_A.2.2_0022), implemented and funded within the ENI CBC Mediterranean Sea Basin



Programme, is launching a call for an External Expert (Sub-contacted Services) under the following Terms of References (ToR):

Details of the Contracting Authority

Name of the Organisation	Jordan University of Science and Technology
Postal Address	P.O. Box 3030
City - Region	Irbid
Postal Code	22110
Country	Jordan
Telephone	+96227201000
E-mail	abualrub@just.edu.jo
Contact Person	Prof. Fahmi Abu Al-Rub
Official Website (URL)	www.just.edu.jo

Programme and Project Information

Programme Brief Description

The 2014-2020 ENI CBC “Mediterranean Sea Basin Programme is the largest Cross-Border Cooperation (CBC) initiative implemented by the EU under the European Neighborhood Instrument (ENI). The ENI CBC Med Programme brings together the coastal territories of 14 countries in view of fostering fair, equitable development on both sides of the Mediterranean. Through calls for proposals, ENI CBC Med finances cooperation projects for a more competitive, innovative, inclusive and sustainable Mediterranean area.

Further information are available in the ENI CBC Med Programme official website: <https://www.enicbcmmed.eu>

Project Brief Description

The **EMPHASIS project** is an EU funded ENI CBC MED that aims at integrating experiences to **deploy, validating and mainstreaming an open innovation system** that supports SMEs, start-ups and spin-offs. This will allow the **exploitation of innovations that tackle sustainability challenges** and turn them into business opportunities through **external cross-border partnerships at EUROMED level**.

EMPHASIS will co-create a EURO-MED Open Innovation eco-system in which information flows across Mediterranean borders and is transformed into commercial ideas and marketable products. The project's goal is to better connect the region's fragmented innovation systems by facilitating meaningful cross-border knowledge flows, equipping Small and Medium Enterprises (SMEs) with the skills required to tap into external knowledge bases and turn them into value, and identifying fields that can turn sustainability challenges (e.g., agro-food, sustainable energy, tourism, etc.) into business opportunities.

EMPHASIS- Euro-Mediterranean Network Facilitating Market Uptake of Innovations from SMEs- is a capitalization project co-financed by the European Union's ENI CBC Mediterranean Sea Basin Programme and brings together a collaboration of six partners:

- ❖ KiNNO Consultants Ltd ([KINNO](#)) from Greece,
- ❖ Jordan University of Science and Technology ([JUST](#)) from Jordan,
- ❖ Association of the Mediterranean Chambers of Commerce and Industry ([ASCAME](#)) from Spain,
- ❖ Industrial Research Institute ([IRI](#)) from Lebanon,
- ❖ Confederation of Egyptian European Business Associations ([CEEBA](#)) from Egypt,
- ❖ Science and Technology Park of Sicily ([STPS](#)) from Italy

One of the main WPs of Emphasis is the services offered for the SMEs that will promote structured ways to design roadmaps that identify the needs of beneficiary SMEs and increase the chances to reach cross border partnerships. The services will assist OI Projects to better understand and translate market needs into actionable insights and allows participants to make rapid iterations and subsequently adapt and learn from what does not work. Questions such as “Do you have solutions that no one wants to buy? Do your competitors identify market opportunities before you do?” will be answered.



The project will provide new and adapted advisory services to the beneficiaries - in the form of vouchers - in order to raise their innovation competencies and draft cross-border innovation projects with peers from other participant countries. Advisory services will cover Market & financial services and will be provided, mainly, through mentoring and coaching schemes that result in exploitation and commercialization roadmaps. Furthermore, the project will deliver 6 regional Training Seminars on Entrepreneurship, Innovation Management & Technology Transfer in order to enhance beneficiaries' business skills. Finally, participant SMEs will be assisted through bridging services (joint concepts and missions) with the most promising Euromed partners to co-develop concepts by acquiring external know-how from both industrial and research partners.

Further information are available in the EMPHASIS project official website:
<https://www.enicbcmmed.eu/projects/emphasis>

Procurement, Funding and Contract Information

Funding of the Contract

The contract is funded within framework of the “EMPHASIS - Euro-Mediterranean Network Facilitating Market Uptake of Innovations from SME” (Ref. No.: C_A.2.2_0022), implemented and funded within the ENI CBC Mediterranean Sea Basin Programme.

Duration of the Contract

The maximum available duration of the contract is one month from the day of signature until.

Value of the Contract

The maximum available value of the contract is 5,500 EUR, including the co-finance.

Contract Payments

The payments of services and deliverables can take place after their partial or total completion and when the related invoice is issued. An advance payment of up to 20% of the total payment is possible, upon the Contracting Authority's decision and/or the availability of the related funds.

Description of the Tender

Subject of the Tender

The subject of this tender, depending on the nature of the contract, is the provision of services related to delivering 6 Training Seminars on Entrepreneurship, Innovation, Open Innovation, Commercialization & Technology Transfer will be organized aiming to build EMPHASIS beneficiaries' technical, commercial, financial & legal skills related to innovation & technology transfer.

Eligibility of Tenderers

The tender is open to legal entities (Private Companies, NGOs, TVET Organisations, Consulting Companies, etc.) and natural persons (External Consultants, Freelance Professionals, etc.), that are able to deliver the expected services under a “Service's Contract”.

Output and Activity Description

Project Outputs Description



Delivery of 6 regional Training Seminars on Entrepreneurship, Innovation Management, Open Innovation, Commercialization & Technology Transfer in order to enhance beneficiaries' technical, commercial, financial & management skills related to innovation & technology transfer. Set up and implementation of an efficient training impact evaluation to better serve the cross-border nature of the services offered.

Project Activity Description

6 regional Training Seminars on Entrepreneurship, Innovation, Open Innovation, Commercialization & Technology Transfer will be organized aiming to build EMPHASIS beneficiaries' technical, commercial, financial & legal skills related to innovation & technology transfer. Market Segmentation, Estimation of Target Market Size (Tam, Sam, Som), Competitive Analysis and the method of Design Thinking as a customer-centered approach will be used to identify customers who may use the solution offered.

External Experts' Tasks and Requirements

External Experts Tasks

The expert will deliver 6 Training Seminars on Entrepreneurship, Innovation, Open Innovation, Commercialization & Technology Transfer will be organized aiming to build EMPHASIS beneficiaries' technical, commercial, financial & legal skills related to innovation & technology transfer for SMEs in Jordan. Market Segmentation, Estimation of Target Market Size (Tam, Sam, Som), Competitive Analysis, and the method of Design Thinking as a customer-centered approach will be used to identify customers who may use the solutions offered. The expert is expected to create a document outlining specific guidelines for the trainers and suggested case studies and activities for Jordan. The Handbook will be approximately 20 pages including cover pages, contents, additional sources, and a reference list.

External Experts Profile

Mandatory Requirements

- Expertise in the fields of the training topics
Professional experience and/or related academic background for natural persons
- Experience in the design of training material
- Experience in curriculum design and development

Desirable Requirements

- Experience in the design of training material for specific target groups (SMEs)
- Experience in the implementation of related activities for ENI CBC Med Projects
- Experience in the implementation of related activities for EU Funded Projects

External Expert Deliverables and Timeframe

- The expert is expected to deliver all workshops within one month after signing the contract.

Submission of Tenders and Supporting Documents

Deadline for Submission of the Tenders

The deadline for submission of tenders is November 21, 2022. Any tender received after this deadline will be automatically rejected.



Address and Means of Submission of the Tenders

The tender will be submitted in 1 (one) original. In case of e-mail submission, the tenderer may provide an electronic version. Any tenders not using the prescribed form shall be rejected by the contracting authority.

1) If delivery by post or courier, the tenders will be submitted in an envelope including and will contain the following information at the external part:

Name and address of the contracting authority

Contact person

Title of the tender

Reference number

Name and address of the tenderer

2) If delivery by e-mail, the message will clearly indicate:

Title of the tender

Reference number

Name and address of the tenderer

The tender submission form and any supporting documentation will be provided as attachment to the e-mail.

Supporting Documents

The tenderers will submit their tenders using the **standard submission form available in Annex II of this tender**.

The Contracting Authority may request any additional supporting documents, that are necessary for the evaluation of the Tender and/or are required by the National Legislative Framework.

Annex I – Sources of Verification

- Timetable/Schedule of training hours
- Attendance Lists signed by trainees and trainers
- Photos of face-to-face training sessions
- Trainer’s List and Details
- Assessment Reports of the training activities filled by the trainees

Annex II – Format of Offer to Be Provided by the Tenderer

OFFER TO BE PROVIDED BY THE TENDERER

1. TENDERER’S INFORMATION

Offer submitted by:

Name of legal entity or entities submitting the tender	
Address	
Legal registration number	

Contact person:

Name	
Telephone	
e-mail address	

2. TENDERER’S STATEMENT

I undersigned hereby confirm that the services offered in this tender are in full conformity with the specifications submitted to us by the contracting authority. The detailed description of the offered services/supplies/works is provided in the technical offer.

In addition, I confirm that our entity is fully eligible for providing services under a contract financed by the EU and it is not in any of the situations that would mean an exclusion from a tender.

Finally, I declare to have no conflict of interest with any other concerned party in the tender procedure at the moment of submitting this tender.

3. TECHNICAL OFFER

Please provide details on the offered services by using the standard tables below (choose one of the tables, except for hybrid contracts) and by adding any other relevant information and/or documentation.

No.	Title of item	Description of services offered	Proposed timeframe	Proposed inputs
1				
n				

4. FINANCIAL OFFER

The total price for the offered services is XX.XXX,XX EUR. This price does not include VAT.

The offered price includes the execution/delivery of the items described in the technical offer, as well as all the related incidental costs, such as transport, logistics, etc., when required.

Please include a breakdown, in accordance with the items in the technical offer. For fee-based service contracts, including the number of expert days and the daily fees, as well as the breakdown of the incidental costs.

Name	
Signature	
Date	

