



**REQUEST FOR PROPOSALS
SERVICE PROVIDER FOR NEXUS INNOVATION VOUCHERS**

C.I.P Citizens in Power invite you to submit a proposal for external expertise addressing studies of technological surveillance, information on state-of-the-art studies of technological, industrial viability, technological developments of processes, products and services or support IPR under the NEX-LABS Project

Date of issue: 28/02/2023
 Closing date: 15/03/2023 @ 6:00 PM CEST,
 Project no: NEX-LABS B_A.2.1_0124
 Contracting Authority: C.I.P Citizens in Power
 Address: Alexias 24, 2304, Nicosia, Cyprus
 Email: info@citizensinpower.org

C.I.P Citizens in Power, member of the NEX-LABS project, is working under WP5 - NEXUS stakeholders’ access to R&D&i through innovation support - of the ENI CBC Med funded project “NEXUS-DRIVEN OPEN LABS FOR COMPETITIVE AND INCLUSIVE GROWTH IN THE MEDITERRANEAN” (NEX-LABS) based in Cyprus.

CIP has published a public call for selecting external experts to oversee the delivery studies of technological surveillance, information on state-of-the-art studies of technological, industrial viability, technological developments of processes, products and services or support IPR.

Such services must be provided in the form of vouchers, to academics, start-ups, and SMEs to gain access to knowhow and expertise that is beyond CIP's capability. Such services must support the access of NEXUS stakeholders to expertise according to the following expertise, results, and outcomes.

POTENTIAL EXPERTISE	POTENTIAL RESULT	POTENTIAL OUTCOMES
Technology Process development IPR Strategy Business modelling Marketing Industry linkages Exporting Regulations	Product Service	Identification of competitors Industry benchmarking Market access strategies Partner identification Refined business model Fund-raising strategies Marketing plan Regulatory requirements Other tailored coaching services

		<p>Access to the NexLabs regional network which features stakeholders in the WEF-NEXUS field and allows communication and networking among regional innovators, suppliers, partners, prospective clients, etc.</p> <p>Access to a wide network of likeminded entrepreneurs, experts in the field, and potential investors.</p> <p>Invitation to participate and benefit from the subsequent NEXLABS activities for the upcoming year.</p>
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The target audience of the services to be provided will be Spanish entrepreneurs and SMEs with different cultural backgrounds, educational levels needing access to specific expertise to effectively address NEXUS challenges. It is expected that the selected external expert may deliver a minimum of 7 services to different selected entrepreneurs or SMES.

Who can apply?

- SMEs or entrepreneurs working on innovations within the Water Energy Food-NEXUS field sector
- Researchers, Faculty Members, Lab Members working on validating their research and turning it into a startup project
- The innovation or technology project should be innovative, applicable in the market, scalable and has a clear business model
- The person/team should have sufficient expertise in the field of the project

The external service provider will receive the final selected applicants derived from the LEAD BENEFICIARY, because of the public call for applications launched through the NEX-LABS project centralized platform on Podio. The complete contact data information, in addition to the required type of support service will be provided to the service provider to start the interaction and delivery of the requested support.

The successful implementation of the proposed services will lead to a better integration of the various stakeholders of the WEF NEXUS around start-ups and SMEs. In particular, it will enhance the capabilities of start-ups and SMEs through advances knowhow and expertise not normally available to them. Furthermore, it represents more opportunities for academic research staff to engage with start-ups and SMEs.

Furthermore, the successful implementation of the proposed services is anticipated to have wider firm-level impact, sparking growth by allowing entrepreneurs and start-ups to bridge the knowledge gap between their teams and market needs. Furthermore, positive environmental impact is

anticipated through the cascading effects of introducing NEXUS inspired products and services to the market.

The services to be provided by the selected external expert to the applicants **will not include** any financial payments or reimbursements, and the beneficiary will not be involved in the procurement stage. The present tender is not intended

- Hiring or paying for staff or directors
- R&D costs
- Software licenses or development
- The development of demonstrators usable in industrial application or for commercial exploitation
- Product/service design
- Product prototyping

The language of the contract and all written communications, including reports, between the Consultant and CIP shall be English. The Consultant may apply for one or more areas of the requested services. The Consultant shall execute the tasks assigned in accordance with the call.

Deadline to submit questions is 28th February 2023 @ 6:00 PM CEST.

Deadline for receiving bids is 15th March 2023 @ 6:00 PM CEST.

Offers should be delivered via email to info@citizensinpower.org

Subject: Single Notice – NEX-LABS Project - **SERVICE PROVIDER FOR NEXUS INNOVATION VOUCHERS**

Offers should include a portfolio representing background experience, and a CV of the institution.

Only applications received by the deadline and in accordance with the procedures described above will be taken into consideration.

For more information about the project, please visit: <https://www.enicbcmed.eu/projects/nex-labs>

For further information or questions about this tender, interested parties could contact via e-mail: Mrs Constantina Stavrou (constantina.s@citizensinpower.org)

TERMS OF REFERENCE

Article 1: Subject of the service

The NEXUS-DRIVEN OPEN LABS FOR COMPETITIVE AND INCLUSIVE GROWTH IN THE MEDITERRANEAN is a 39-months project co-funded by the European Union through the ENI CBC MED Programme, starting in from 3rd of September 2020 until 30th of November 2023.

The contract has as its object the “Service provision for NEXUS innovation vouchers”. In particular, the winning bidder(s) will be in charge of:

1. The delivery studies of technological surveillance, information on state-of-the-art studies of technological, industrial viability, technological developments of processes, products and services or support IPR. The service provider can recruit trainers/experts with specific expertise to assist the beneficiaries based on the needs assessment.
2. The service provider is asked to share with CIP a clear technical assistance curriculum, session details, timeline, methodology, tools, and deliverables expected, for validation. It may be suggested to complement the sessions with supporting activities suggested by CIP.
3. The service provider must request a post service report to the selected applicant that must include a short narrative, summary of trainings received if any, applicant’s interpretation of results, the anticipated impact both qualitatively and quantitatively (as forecasted by growth, exports, new partnership types, new partners and their types, capital injection, academia collaboration, commercialization, environmental impact, or other measures of impact), and an activity assessment, including how was the visibility of NEX-LABS contribution ensured. Such post service reports will be the proof of delivery and completion of the services.
4. Submit the consolidated post service reports in a single document to the LEAD BENEFICIARY before the 31/08/2023. As a proof of service completion, the service provider should develop with the beneficiary a narrative report including summary of trainings received, beneficiary’s interpretation of results, the anticipated impact both qualitatively and quantitatively and an activity assessment, including how was the visibility of NEX-LABS contribution ensured.

The overall service provision must be concluded by 30/09/2023

Generally:

The service provider(s) should be willing to interact with the project partnership and to participate in teleconference meetings if required for the development of the proposed services.

- Applications to this proposal can be from independent trainers or a legal entity, from Spain.
- The service provider should have at least 5 years of experience in supporting startups/projects.
- Effective communicator with any audience in an organized and professional manner
- Use of tools and methods to finalize the consultancy mission with the support of the beneficiary
- The service provider should have experience in business validation and development and be able to conduct a proper needs assessment to businesses at different stages.
- The services must be provided until 30/09/2023.
- The full ownership and reproduction rights of the outputs of delivered services in any context and without any limitation will remain the exclusive benefit of the applicants, not

assigning to the NEX-LABS project partners any property rights by submitting it to the program of NEXUS Innovation Vouchers.

- The graphic elements of the context will still have to refer to the institutional graphics of the NEX-LABS project in line with the ENI CBC Med Communication guidelines.

Article 2: Duration and terms of execution of the contract

The contract will run from the date of stipulation until the 30th of September 2023.

Article 3: Procedures for participation and awarding of the contract

CIP will have to receive the offer and the tender documents as set out in the Expression of Interest, complying with all the provisions contained therein. The contract will be awarded even if only one valid offer is received.

The service provider will be selected based on:

- - The proposal and methodology suggested and fit for the program's objective.
- - Their bio, proven track records and experience in the field required.

The Contract will be awarded through a competitive negotiated procedure in favour of the offer evaluated as most responsive to the needs of CIP following the clear pre-set of requirements published.

Article 4: Tender amount

The maximum presumed amount of the contract, over the duration of the contract, is estimated as follow (VAT excluded):

Service - € **35.000,00**

The maximum presumed amount may be reached based on the activities carried out during the entire contractual period.

The amount to which the contract will be awarded is understood to be accepted by the winning bidder based on calculations of its own convenience at its own risk and are therefore invariable and independent of any eventuality.

Any activities that will be necessary during the execution of the contract governing this contract, not provided for in the economic details, may be entrusted to the successful bidder within the same contract.

In the event of activities not provided for, CIP will ask the successful bidder for a specific written offer, which will be evaluated by the same in relation to market prices for similar activities. If the offer is deemed appropriate, the activity valued in the offer will be authorized in writing.

Article 5: 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 CIP remains committed from the moment of approval of the final award.