



**Request for Quotations**  
**Call for advisory service provision – NEX-LABS Innovation Vouchers**  
**Reference number: RSS/NEX-LABS/002/2023**

## 1 OVERVIEW

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/NEX-LABS/002/2023**

**Budget allocated: 35,000 EUR**

## 2 PROJECT DESCRIPTION

NEX-LABS aims to support the implementation of clean technologies for sustainable and resilient increase of agri-food sector production based on a more efficient use of energy (renewable/solar solutions) and water (wastewater treatment, water harvesting or reuse solutions) in MPC region thanks to the contributions of ICT such as blockchain technology, Internet of the Things (IoT), Artificial Intelligence (AI), Machine Learning and Big Data.

NEX-LABS will contribute to the creation of a sustainable and resilient agro food sector based on NEXUS driven Open Living Labs (NDOLL) approach, thus strengthening technology transfer, cooperation industry-academia, increasing commercialisation opportunities and innovation-driven growth.

## 3 PURPOSE OF THE CONTRACT

Implementation of Innovation Vouchers activity within the activities of NEX-LABS Project. The objective of the service provider is to:

- Assist 7 selected WEF-NEXUS beneficiaries (entrepreneurs, start-ups, researchers, innovators) in developing their innovations and growing successful ventures in different fields: technology, process development, IPR, strategy, business modelling, Marketing, industry linkages, exporting and regulations. The aim of this collaboration is to support innovators, researchers, start-ups validate their innovation, technology, develop their business strategy and build their go-to-market strategy.

- Conduct needs assessment of technological and industrial viability, technological developments of processes, products and services or support IPR. Recruit technical experts based on the assessment to provide the technical, business, advisory, and/or legal assistance.
- 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.

## 4 SCOPE OF ACTIVITY AND REQUIREMENTS

- The service provider selected will be responsible for assisting 7 WEF-NEXUS Projects selected by RSS based on defined selection criteria.
- The service provider should be willing to interact with the project partnership and to participate in teleconference meetings if required for the development of the proposed services.
- The service provider can recruit trainers/experts with specific expertise to assist the beneficiaries based on the needs assessment.

## 5 TARGET BENEFICIARIES

The targeted number of beneficiaries is 7 from eligible territories in Jordan, composed mainly of Entrepreneurs needing access to specific expertise to effectively address NEXUS challenges.

## 6 ACTIVITY OUTCOMES

NEX-LABS Innovation Vouchers aim to empower and equip 7 young researchers/innovators entrepreneurs and start-ups who are working on NEXUS-related technologies with the needed knowledge and tools to upscale their innovations and businesses. The prospective beneficiaries will benefit from a needs assessment followed by tailored technical assistance and advisory services worth 5,000 euros. The assessment will cover many components of the project's timeline such as business model generation, marketing studies, strategy development process development management of intellectual property rights, etc. The service provider will work closely for 6 months with the beneficiaries to develop the go-to-market strategy, the IPR management and turn the technology into a scalable business.

The outcome of the beneficiary/service provider collaboration can be:

- Identification of competitors
- Industry benchmarking

- Market access strategies
- Partner identification
- Fund-raising strategies
- Development of a business model and marketing plan
- Identification of regulatory requirements.

## 7 SELECTION CRITERIA

The service provider will be selected based on:

- Proposal and methodology suggested 40%
- Bio, proven track records and experience in the field required 40%
- Cost 20%

## 8 SPECIFIC TERMS

### 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 RSS 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 RSS.

### Contracting Authority Management

- Responsible body

The implementation of the contract will be under the authority of the Royal Scientific Society.

- Focal point

The sole responsibility for the procedure is Dr. Mohammed Aljafari. This contact person should be consulted in case of any question, or any problem arise during the evaluation process via email: [m.aljafari@ipark.io](mailto:m.aljafari@ipark.io)

– *Reporting*

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

– *Application (How to Apply)*

You will be kindly requested to submit your offer not later than 30 days from the tender announcement as the following:

- Technical Offer shall be placed inside a sealed envelope clearly marked “Technical Offer”, and similarly for the Financial Offer, then placed into one outer envelope.
- This outer envelope shall be properly addressed and bear the name of the assignment, the bidder’s name and the address.
- Tenders submitted by any other means will not be considered.
- Tenders received after the deadline will be automatically excluded from further evaluation.
- Submission address:  
Procurement Department - Royal Scientific Society  
Ahmad Al Tarawneh St, Al Jubaiha, Amman

– *Technical Offer*

The technical offer must include the following:

- a. “Technical offer” including the applicant’s reflections on the TOR of the RFQ (not simply repeating the TOR).
- b. Detailed methodology and implementation plan.
- c. CVs of consultants highlighting relevant experience, particularly in WEF-NEXUS.
- d. Completed, signed and stamped: “Completed Legal entity file”

– *Financial Offer*

Detailed and itemised Financial offer signed and dated.

Tenderers are reminded that the maximum budget available for this contract, is 35,000 EUR. Payments under this contract will be made in EUR currency.

– *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.