Call for Subcontractor - CEE Startups Portfolio with One-pagers

EIT Food is looking for a subcontractor to help us deliver the CEE Startups Portfolio with One-pagers. The Subcontractor is required to contact selected startups and entrepreneurs across CEE, collect data for portfolio with one-pagers and provide unified graphic design for the portfolio.

Application deadline: September 11, 2023, 14:59 CEST.

With respect to the present call, EIT Food will not provide new information that has not already been included in this document but can assist the potential applicants by explaining the contents of this document (please contact Paweł Ciach, RIS Startup Support Manager at EIT Food CLC North-East – pawel.ciach@eitfood.eu).

Table of Contents

1. Background information: EIT Food

EIT Food is one of the largest and most impactful food-related initiatives worldwide. As a Knowledge and Innovation Community (KIC) of the European Institute of Innovation and Technology (EIT), EIT Food connects partners from leading businesses, universities and research centres across Europe. It is a people-centric and resource-smart transformer of the European food system, driving consumer confidence and improving global health.

EIT Food's vision is to put Europe at the centre of a global revolution in food innovation and production, and its value in society. We are building a unique network of diverse partners that provide a holistic view of the food value chain, including key industry players, agrifood startups, research centres and universities from across Europe, all working together to deliver an innovative and entrepreneurial food sector.

2. CEE Startups Portfolio with One-pagers - overview

EIT Food CLC North-East sp. z o.o. ("**EIT Food**") performs 3 programs targeted at 3 different levels of development of innovation:

1) launching the startup - TeamUp: an activity that matches high-potential business people with brilliant agrifood scientists to help launch new startups that tackle our food systems big challenges. The program does so by building strong teams with complementary skills.

2) accelerating the startup - Test Farms: a programme that links brilliant agricultural startups with farmers to test new technologies, validate their business in new markets and digitise the European agricultural sector.

3) scaling up the startup - Sales Booster a new activity designed to help startups reach new markets with the help of experienced local experts and increase their chances of commercial success. The final objective of this is to contribute startups to grow and reach a further stage, but also integrate those startups more with the industry chain as overall collaborative integration of the sector lacks behind the EU average.

Each year approximately 20-25 startups and teams ("Startups") from Central & Eastern Europe complete EIT Food`s programs.

Due to the raising interest in agrifood innovations from investors (VC funds, business angels) and corporates, EIT Food CLC North-East wishes to provide them easy to read with key information on each Startup in the from portfolio.

EIT Food has identified 70+ innovation to be interviewed and select approx. 50-60 to include in the portfolio.

3. CEE Startups Portfolio with One-pagers - Scope of work

The scope of the project includes the following tasks:

- Decide jointly with EIT Food what kind of data from startups we need.
- Interview with 70-80 Startups selected by EIT Food. EIT Food will provide name of the startups, short description, contact details, website (if available);
- Provide a graphic for each Startup in cooperation with Startup;
- Build Portfolio consisting of 50-60 Startups selected by EIT Food;
- Embed in the Portfolio into slides with description of TeamUp, Test Farms & Sales Booster;
- Final deliverable – 1 PDF document and 1 open source format document.

4. What kind of partner organisation are we looking to work with?

Eligibility criteria:

1. Experience in managing international projects that involve multiple countries and stakeholders;
2. Experience In collaboration with startups;
3. Experience in designing and delivering content-based projects (i.e. reports, presentations, etc.);
4. Capacity to deliver the graphic design part of this project;
5. Fluency in English.

In terms of point 4, the subcontractor is entitled to use further subcontractors.

5. Timeline

Below is an approximate timeline of this project. The final timeline will be determined by EIT Food together with the chosen subcontractor.

Step	Date/period
Deadline for applications	September 11, 14:59 (CEST), 2023
Selection results announced	September 15, 2023
Final project delivery	By November 8, 2023

6. Selection process

Interested and eligible organisations (see eligibility criteria in point 4) are invited to submit their applications **by September 11, 2023, 14:59 CEST** . Please send the offer of the application to: pawel.ciach@eitfood.eu

The bidders are free to choose the form they want to provide an offer for the Portfolio. The offer shall include:

- Timeline and performed tasks
- Proposal on kind of data of Startup to be provided in the Portfolio (e.g. Name, year of incorporation, country, Unique Value Proposition etc.)
- Example of portfolios from previous bidder`s projects
- Budget
- Details of the contact person from the bidder

Incomplete applications or applications submitted by ineligible organisations will be automatically rejected. Complete applications received by EIT Food will be evaluated by a committee including representatives of EIT Food using selection criteria presented in point 7.

EIT Food reserves the right to designate the subcontractors only if the submitted applications ensure the excellence and value for money, and to relaunch the call if the present selection process would not yield satisfactory results. EIT Food reserves the right to contact the applicant

organisations by e-mail or phone asking for additional explanations or supporting documents, and to schedule selection interviews with short-listed organisations.

All applications will be evaluated using transparent selection criteria and the results of the call will be directly communicated to all organisations participating in the call. The standstill period for appeals before contract conclusion is 2 business days.

7. Selection criteria

All proposals will be evaluated considering the following criteria, related to the applicant's profile and experience:

1. The applicant has the necessary experience and expertise to deliver a project like this;
2. The applicant has the necessary capacity to deliver the graphic design part of this project;
3. The proposed budget represents good value for money.

Each eligible applicant can receive a maximum of 75 points. Each selection criterion will be evaluated on a scale from 0 to 25:

- 0 – not satisfactory;
- 10 – satisfactory;
- 20 – good;
- 25 – very good.