

Request for Proposal

Deep Tech Training Initiative - Tech Radar

30th October 2023, Paris, France

1. Context

EIT Manufacturing Knowledge and Innovation Community (KIC) is focused on promoting entrepreneurship, innovation, and education in the domain of Manufacturing. EIT Manufacturing brings together leading organisations along the entire value chain from smaller companies to larger industry, excellent academic and research institutions, as well as public sector organisations, to promote the transformation of manufacturing towards the digital economy, the circular economy and the decarbonization of industry, by removing barriers to innovation, promoting talent and education, leveraging enabling technologies and exploiting big-data.

EIT Manufacturing is regulated and funded by the European Institute of Innovation and Technology (EIT) located in Budapest, which is a body of the European Union. Within Europe, there are 8 (eight) other KICs where we can actively engage to lead and drive the creation of services across the continent, thereby enhancing the competitiveness of European companies.

EIT Manufacturing is an association under the French law 1901 created in 2019. Headquartered in Paris area, it has six Co-Location Centres (CLC) across Europe, responsible for the delivery in the different geographies. It also has a commercial arm created in 2021, Manufacturing SASU, also located in Paris.

About the Deep Tech Training Initiative

The European Institute of Innovation and Technology's Deep Tech Talent Initiative (EIT DTTI) has the objective of training 1,000,000 innovators and experts in Europe between 2023 and 2025 in deep tech areas (see Annex 1). As part of the New European Innovation Agenda adopted on 5th July 2022 by the European Commission, the EIT DTTI combines the forces of education and training institutions, enterprises, research institutes, start-ups, and other stakeholders in realising this important goal.

Four kinds of stakeholders will be engaged through pledges for actions towards this goal: education and training providers, enterprises and enterprise associations, financing entities, and institutional members. They will commit and support in identifying deep tech training needs and trainees; identifying training providers; identifying training courses; and identifying the financial resources to support the training. While these commitments are expected to start from the EIT ecosystem, it will include partners from the wider deep tech ecosystem to leverage participation and reach the ambitious target of one million deep tech talent. These talents will create a pool of future innovators as a basis for Europe to address the complex challenges it faces.

The EIT has entrusted EIT Manufacturing, one of its Knowledge and Innovation Communities (KICs) to coordinate and manage the implementation of the EIT DTTI. Seven other EIT KICs are also participating in the initiative and partially managing key aspects of EIT DTTI.

Purpose of this document

The purpose of this Request for Proposals is to develop, implement and integrate a tech radar into the existing DTTI platform using data provided by EIT Manufacturing in phase 1 and from the other KICs involved in DTTI in phase 2. The individual work packages that will be required to achieve this purpose will be defined in specific statements of work.

2. Description

The DTTI platform (www.eitdeeptechtalent.eu) allows organisations to pledge actions towards the goal of training 1 million people in deep technology by the end of 2025. It contains a pledger page for each member organisation and a course repository where learners can click through to courses on each provider's own web pages. The platform is based on WordPress and developed, maintained, and hosted by IN THE COLD AB, Sweden.

An important functionality for the platform will be the providing of insights into upcoming technologies, their technology and business readiness levels and linking these to DTTI courses that can skill the population to be able to deliver these technological advances.

Tech radar providers will be expected to be easily integrated into the Wordpress platform, e.g. by seamless linking to the radar page and providing the same look and feel as the DTTI platform. It should also be possible to pull existing data from the DTTI platform (e.g. information on courses) and integrate this into the radar database. A list of risks associated with the integration and operations and corresponding mitigation measures should be part of the proposal.

EIT Manufacturing is seeking the services of an experienced provider to supply the following:

1. Development of a Phase 1 tech radar linking to the 15 deep tech areas (Annex 1), grouped into four groups, linking relevant trends, uses cases and in particular the courses available on the DTTI platform.
 - 1.1. CMS setup, data modelling and data collection
 - 1.1.1. The Phase 1 Tech Radar will have to be organised to allow the progressive incorporation the sectoral dimension of the EIT Knowledge Innovation Communities (e.g. Digital, Climate, Health, Raw Materials, Food, Manufacturing, Urban Mobility, Creativity & Culture). The sectoral dimension will (in Phase 2) be indicated as an overlay.
 - 1.2. Support for user journeys and consideration for entry points for each user group:
 - 1.2.1. User 1 Student. Interested in AI and wants to develop a career in this area.
 - 1.2.2. User 2 Enterprise. Interested in AI and wants to know how it might affect their future business.

- 1.2.3. User 3. Training Provider. Interested in future skills gaps and what training they should be developing.
 - 1.2.4. User 4. Financial partner or institution. Interested in developing technology and investment.
 2. Integration of the Phase 1 radar into the current DTTI platform (expected end 2023)
 - 2.1. Supporting In The Cold to link the tool to the platform:
 - 2.1.1. Guidance on what data are required from EIT Manufacturing
 - 2.1.2. Integration of graphical interface into the platform. An example of Tech Radar visualization, although limited in terms of content and dimensions, is currently available on the DTTI website.
 - 2.1.3. Supporting links to courses and pledgers from the radar to the DTTI website
 3. Enhancement to a Phase 2 radar (expected early 2024). A price per overlay should be provided, with the expectation that no more than 8 overlays will be produced.
 - 3.1. Providing support to KICs to collect relevant data for their radar overlays including workshops, as necessary
 - 3.1.1. Create a plan with activities and decisions and how these decisions will be taken during the collaboration in the “research phase”.
 - 3.1.2. Ensure that EIT M safeguards the quality and gives the final go-ahead while remaining flexible for new inputs.
 - 3.1.3. Ensure there is progress in a timely manner
 - 3.2. Enhancement of the visualization and navigation functionalities of the Tech Radar to access KIC-specific data (e.g. KIC partners, KIC projects) and provide access to DTTI courses from multiple paths.
 - 3.3. Enabling visualizations of overlaid data from KICs in a way that allows each KIC to display their own radar.
 - 3.4. Activate functionalities for the KICs to access and update their data within the defined database structure.
 4. Ongoing support for the maintenance of the tool within the DTTI platform
 - 4.1. Upgrading the tool with new technologies as defined by EIT Manufacturing
 - 4.2. Ensuring the continued functionality of the tool within the platform
 - 4.3. Implementing minor cosmetic changes in a timely fashion
 5. Optional Time Bank. Quote by Hour: The Service Provider may offer optional time bank services, billed on an hourly basis, for the following optional integrations: Further functionalities and non-standard improvements to the tool.

Please, note that, the above-mentioned list represents the currently expected deliverables which are subject to modification. Additional deliverables may be required within the project as well as the listed ones may not be necessary.

Location, start date and period of implementation

The project will be coordinated from EIT Manufacturing’s DTTI project team. Remote work is expected, supplier staff are not expected to travel to the EIT Manufacturing office. Video and telephone conferences are preferred options for team meetings.

The intended start date for implementation is November 2023. For the planned timeline see below.

Requirements

EIT Manufacturing is seeking an experienced supplier to develop and maintain the tech radar tool, provide initial staff training and launch support, for the duration of the contract.

Look and Feel

The tool needs to be customized with brand themes and colours specific to the DTTI and provided by EIT Manufacturing, aligned with the current look and feel of the DTTI web site. EIT Manufacturing will provide the relevant graphic materials.

Responsiveness

The tool must feature a responsive design so that it is easily accessible on a mobile device or tablet, at minimum with a mobile-friendly responsive interface, but preferably with a corresponding mobile application.

Accessibility and GDPR

Tool design must be according to Web Content Accessibility Guidelines (WCAG) 2.1 as well as compliant to GDPR and other European privacy protection regulations.

The supplier may propose alternative milestones and deadlines and changes which in his/her expert opinion may render the tool more functional, attractive and easy to use.

Security

To facilitate adoption and build trust among the community, security and integrity of the radar information will be highly important. The supplier is expected to provide certificates and/or other guarantees regarding adherence to security best-practice, including:

- Data security certifications, i.e. SecNumCloud or similar
- Overview of latest penetration testing results
- Where relevant, evidence of compliance with GDPR

The supplier will be expected to provide continued, timely troubleshooting support to EIT Manufacturing throughout the contract, and to provide the benefit of frequent updates and maintenance to improve tool functionality and integration and to uphold high security standards.

Critical and uncovered requirements

EIT Manufacturing asks the supplier to highlight eventual critical requirements that may make the solution inefficient and/or ineffective. A cost-benefit analysis would be appreciated.

Overall, the supplier must explicitly determine whether any of the requirements are partially or not covered by the suggested solution.

Ownership rights and independence from proprietary software

Upon completion of the Contact, any content provided by EITM and potentially other EIT KICs will remain in the ownership of EITM and the other KICs, respectively. Moreover, the supplier will make sure that the solution will be continued to be hosted and available (potentially subject to a nominal fee), and content updates will continue to be possible.

Development of any new IP will be owned by the party that created it.

Proposal structure

The Proposal should include:

- a description of the proposed approach and its technological base
- a table with the relevant cost positions. Optionally, alternative solution approaches (including the cost and timeline implications) can be provided.
- A table of risks and mitigations
- examples, links or references to the successful implementation of other similar radars.

Regarding the cost structure, the supplier is asked to detail costs for the various categories of services required for the provisioning of the services as well as recurring costs related to the upcoming years, as EIT Manufacturing intends to keep running the tool.

The following table should be used to detail costs:

Deliverable	Estimated time (person hours)	Cost including and licenses and other recurring costs	Comments
Development of a Phase 1 tech radar and CMS			
Integration of the Phase 1 radar into the current DTTI platform			
Enhancement to a Phase 2 radar (expected early 2024). A price per overlay should be provided, with the expectation that no more than 8 overlays will be produced.			

Providing support to KICs to collect relevant data for their radar overlays. E.g. 1 workshops with 20 participants			
Ongoing support for the maintenance of the tool within the DTTI platform			
Optional Time Bank. Quote by Hour: The Service Provider may offer optional time bank services, billed on an hourly basis	N/A		

3. Deliverables

EIT Manufacturing requires the supplier to include in its quotation:

- Approach of providing a tech radar tool as described above, fully integrated in the DTTI platform
- Purchase/provision of software licences (if any)
- For each statement of work defined by EIT Manufacturing a requirement review (together with EIT Manufacturing)
- Software sub-licenses, if needed
- Training to administrators
- Support material
- Testing
- Support to users
- Maintenance, including eventually integrated plug-ins
- Data linkage from the DTTI platform
- Updates to underlying databases including ESCO skills

Testing

EIT Manufacturing intends to test the developments on the tool by performing:

1, Operational and non-functional acceptance tests:

- People involved: EIT Manufacturing, Supplier, web developer
- Test: performance, usability, reliability.

2, User Acceptance test:

- People involved: EIT Manufacturing, user, Supplier.

Supplier needs to support the go-live phase by close monitoring of tool performance and taking corrective actions in case of functional or performance issues.

4. Timeline

The deadline to submit the offer is **06/11/2023** and the awarded tenderer shall provide services as described in this RfP until the expiration date of the contract.

The indicative timeline for the call for proposals is as follows:

Activity	Responsible	Date
RFP opening	EIT Manufacturing	25/10/2023
Offer submission	Supplier	06/11/2023
Evaluation and notification of award	EIT Manufacturing	13/11/2023
Contract signature	EIT Manufacturing & selected supplier	20/11/2023

All offers shall be submitted within the above-mentioned deadline to the following email: procurement@eitmanufacturing.eu

5. Evaluation Criteria and Award Notification

Timely received proposals submitted by the tenderers will be examined, evaluated, and compared in accordance with the following criteria and the contract shall be awarded to the highest ranked tenderer. The decision will be made according to the "Best Value for Money" principle.

Criteria	Weight
Proposal addresses expected deliverables	25%
Perceived ability to carry out the work according to the requirements set out in this document	10%
Competences match requirements	20%
Experience in similar projects	20%
Private/Public organisation experience	10%
Price	15%

An Evaluation Committee of 5 (five) people will be established. Each bid will be evaluated and ranked according to the criteria above.

The compliance with the principles of transparency, non-discrimination, equal treatment, and absence of conflict of interest will be ensured.

The successful and unsuccessful tenderers will be informed in writing (via email) about the result of the award procedure. In case the winning tenderer is unable to enter the contract, EIT Manufacturing may decide to contract the supplier receiving the second highest ranking.

Proposals must be submitted by e-mail within 10 days of the date of notification of the request for proposal. All proposals received after the deadline will be rejected.

In duly justified cases, however, no later than 2 calendar day before the original deadline, the submission deadline can be extended.

Upon request from the tenderer concerned, EIT Manufacturing will as quickly as possible, and in any event within 15 calendar days from receipt of a written request, inform:

- any unsuccessful candidate of the reasons for the rejection of its request to participate,
- any unsuccessful tenderer of the reasons for the rejection of its tender, including, if this is the case, its decision that the works, supplies or services do not meet the performance or functional requirements,
- any tenderer that has made an admissible tender of the characteristics and relative advantages of the tender selected as well as the name of the successful tenderer or the parties to the awarded contract,
- any tenderer that has made an admissible tender of the conduct and progress of negotiations and dialogue with tenderers.
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Information referred to above may be withheld where the release of such information would be contrary to the public interest, would prejudice the legitimate commercial interests of an economic operator, or might prejudice fair competition between economic operators.

Should there be a suspicion that the provider will not be able to perform according to the price offered, EIT Manufacturing has the right to ask for explanations and may reject the tender where the evidence supplied does not satisfactorily account for the low level of price or cost proposed.

5. Complaint procedure

Tenderers believing that they have been harmed by an error or irregularity during the award process may file a complaint. Appeals shall be addressed to EIT Manufacturing **only** via the following email address procurement@eitmanufacturing.eu. The tenderers have **5 (five) days** to file their complaints from the date of receipt of notification of the results.

In your application to EIT Manufacturing the complainant shall explain what procedural aspects they consider having been violated along with any recommendations or remarks. Such charges need to be supported with data and facts and, if possible, – documentation. An appeal whose sole purpose is to obtain a second evaluation for no reason other than that the complainant disagrees with the final award decision is to be rejected.

6. Negotiations & Clarifications

Negotiations can be held in the following cases:

- if it is identified that the scope of services issued by EIT Manufacturing is not detailed enough, incomplete or some areas are lacking crucial information to complete the procedure for direct awards;
- if EIT Manufacturing has the intention to reduce the offered prices to find the best value for money;
- if all submitted prices are above the planned budget and it is everyone's interest to finish the procedure with success – in that case, price negotiation can take place. During a price negotiation, all tenderers are called to lower their prices by the same deadline in a written form.

EIT Manufacturing can organize as many rounds of negotiation as it is needed during the procedure in order to reach the highest quality of proposals and the best price.

Whenever possible, the negotiations should be carried out in writing, however, in special cases, video conference or even live negotiation can be organized. EIT Manufacturing also reserves the right to invite the tenderers to an individual meeting before the final award of contract in order to clarify details and ambiguities.

In case of obvious or perceived errors or omissions in the RfP, Tenderers can request additional information or clarifications by the deadline provided in the above timeframe through email at paola.fantini@eitmanufacturing.eu.

Upon receipt of the bids, they will be reviewed, and additional details will be requested from the tenderers as needed. The requests as well as the answers are to be submitted written by e-mail. Where information

or documentation to be submitted by tenderers is incomplete or erroneous or where specific documents are missing, EIT Manufacturing staff may request the party concerned to submit, supplement, clarify or complete the relevant information or documentation within 7 days.

Bid preparation costs are not reimbursable and must be borne by the tenderers.

EIT Manufacturing owns all bids received in this RFP. Proprietary information of vendors in the bids will be kept strictly confidential. The offers as well as the contract may be submitted for audits.

7. Contract

The final award does not yet constitute the Contract. The Contract will be concluded at the time of signature by the Supplier and EIT Manufacturing. The winning supplier will be sent the contract to be signed (indicating the deadline by which the signed contract should be returned to EIT Manufacturing).

The invoicing will be based on a mutually agreed schedule; it will be detailed in the contract. The contract that will be awarded will have a maximum duration of 1 year with the possibility of renewal. The tenderer agrees that the total value of the contract to be signed with EIT Manufacturing will in no way exceed the bid (the amount contained in the offer) of the tenderer.

The awarded supplier will be requested to sign Standard Contractual Clauses (SCC) if no other GDPR compliant safeguards exist, and the supplier is located in a country for which the EU commission has not issued an adequacy decision.

8. Confidentiality Obligation:

All information, whether written or oral, exchanged between the parties involved in this Request for Proposals (RfP) process, hereinafter referred to as the "Parties," shall be considered confidential and proprietary.

The Parties agree not to disclose, provide access to, or otherwise make available any confidential information to any third parties, including but not limited to individuals, companies, or organizations, who are not directly involved in the RfP process, without the express written consent of the disclosing Party.

"Confidential Information" shall encompass, without limitation, all data, documents, proposals, discussions, designs, specifications, financial information, technical data, trade secrets, and any other information disclosed by one Party to the other during the course of the RfP process.

The obligations of confidentiality shall not apply to information that is:

a) Publicly available at the time of disclosure or subsequently becomes publicly available through no fault of the receiving Party.

- b) Already in the possession of the receiving Party prior to disclosure and not subject to an existing confidentiality obligation.
- c) Disclosed to the receiving Party by a third party with the legal right to do so without breaching any confidentiality obligations.
- d) Required to be disclosed by law, court order, or governmental regulation, provided that the disclosing Party is promptly notified and given the opportunity to seek a protective order.

Any Party found in breach of this confidentiality clause shall be subject to legal measures, including but not limited to litigation, injunctive relief, and monetary damages, as deemed appropriate by the disclosing Party.

The obligations of confidentiality as set forth in this clause shall survive the termination or completion of the RfP process and shall remain in effect for a period of 5 (five) years, unless both Parties mutually agree in writing to terminate this confidentiality agreement.

This confidentiality clause shall be governed by and construed in accordance with the laws of France. Any legal action arising out of or in connection with this clause shall be subject to the exclusive jurisdiction of the courts of Paris, France.

9. Cancellation of the proposal procedure

In the event of cancellation of the proposal procedure, EIT Manufacturing will notify tenderers of the cancellation. In no event shall EIT Manufacturing be liable for any damages whatsoever including, without limitation, damages for loss of profits, in any way connected with the cancellation of a proposal procedure, even if EIT Manufacturing has been advised of the possibility of damages.

The tenderer shall take all measures to prevent any situation where the impartial and objective implementation of the contract is compromised for reasons involving economic interest, political or national affinity, family or emotional ties or any other shared interest ('conflict of interests'). S/he should inform the EIT Manufacturing team immediately if there is any change in the above circumstances at any stage during the implementation of the tasks.

The supplier cannot be a EIT Manufacturing Partner or Activity Partner. Any bid from such an economic operator will be rejected.

Tenderers will be excluded if:

- a) they are being wound up, are having their affairs administered by the courts, have entered into an arrangement with creditors, have suspended business activities, are the subject of proceedings concerning those matters, or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations; they have been convicted of an offence concerning their professional conduct by a judgment which has the force of res judicata;

- b) they have been guilty of grave professional misconduct proven by any means which the EIT Manufacturing can justify;
- c) they have not fulfilled obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which they are established or any other country of the EU;
- d) they have been the subject of a judgment which has the force of res judicata for fraud, corruption, involvement in a criminal organization or any other illegal activity detrimental to the EU' financial interests;
- e) following a procurement procedure or grant award procedure financed by the EU budget, they have been declared in serious breach of contract for failure to comply with their contractual obligations.

The tenderers must not be in a situation of a conflict of interest, and they have sufficient economic and financial capacity, technical and professional capacity and legal and regulatory capacity to perform the requested services. Additional evidence or declarations might be requested by the contracting authority.

EIT Manufacturing reserves the right to suspend or cancel the procedure, where the award procedure proves to have been subject to substantial errors, irregularities, conflict of interest or fraud. If substantial errors, irregularities, conflict of interest or fraud are discovered after the award of the tender, EIT Manufacturing may refrain from concluding the Contract.

Annex 1: Deep Tech Areas

- Advanced Computing / Quantum Computing
- Advanced Manufacturing
- Advanced Materials
- Aerospace, Automotive & Remote Sensing
- Artificial Intelligence & Machine Learning
- Biotechnology & Life Sciences
- Communications & Networks, 5G
- Cybersecurity & Data Protection
- Electronics & Photonics
- Internet Of Things, W3C, Semantic Web
- Robotics
- Semiconductors
- Sustainable Energy & Clean Technologies
- Virtual Reality, Augmented Reality, Metaverse
- Web 3.0, Blockchain, Distributed Ledgers, NFTs
- Innovation and Entrepreneurship