



Pôle de compétitivité mondial Aéronautique, Espace, Systèmes embarqués



Space2Waves



The Space2Waves project has received funding from the European Union's COSME programme under Grant Agreement n°951122

Reference Number: 21-ADMIN-CS-412

Call for tenders

WP3: Organisation of a matchmaking mission in Canada

Open procedure

- 1. Contracting authority identification..... 2
- 2. Context and tender object 2
 - 2.1. Background..... 2
 - 2.2. General context..... 3
 - 2.3. Tenders objectives..... 4
- 3. Description of the expected service delivery 5
- 4. Terms and conditions of contract 6
 - 4.1. Indicative calendar 6
 - 4.2. Service provider expected skills and experiences 6
 - 4.3. Deliverables 6
 - 4.4. Monitoring and follow-up 7
 - 4.5. Confidentiality and data protection matters 7
- 5. Form and contents of the tenders 8
 - 5.1. Requirement documents..... 8
 - 5.2. Submission of tenders 8
 - 5.3. Evaluation criteria 8
- 6. Payment terms 9
- 7. Information to tenderers on the final evaluation 9

AEROSPACE VALLEY

Pôle de compétitivité mondial Aéronautique, Espace, Systèmes embarqués

1. Contracting authority identification

Name *Aerospace Valley*

Address **3 Rue Tarfaya – 31405 Toulouse CEDEX 4**

Contact

- person name: Adeline VERDIER
- phone number: +33 5 61 14 80 30
- mail: verdier@aerospace-valley.com

2. Context and tender object

2.1. Background

Earth Observation (EO) technologies represent an answer to many issues the maritime environment is facing. They contribute to the implementation of a sustainable blue economy as they are one of the most available, feasible and cost-efficient technologies to explore, monitor, control and study the exploitation of oceans and their resources. EO is a main component of space activities and represents an answer to issues the EU and the world are currently facing. In the frame of this project, EO is defined as the use of remote-sensing satellites including stratospheric balloons, aerial drones and other technologies. EO technologies suit marine environments as they can cover wide areas and are easier to install than 'in-situ' infrastructures.

The **Blue Economy** plays a major role to achieve the European Green Deal's objective. Indeed, Thanks to its dynamism and innovation potential, the sector is well placed to drive the green transition. Prominent examples are the contributions of oceans to energy production, to the greening of transport, and to sustainable food production. A healthy ocean is thus essential for a sustainable economy. The EU new approach supports a sustainable blue economy which strives to mitigate the impacts on oceans and coast by generating renewable resources, preserving marine ecosystems, reducing pollution, increasing resilience to climate change, and creating tangible opportunities for new jobs and businesses.

There are several sectors at the intersection of EO and Blue Growth, such as marine safety, marine and coastal environment, marine resources, design, installation, management and maintenance of marine renewable energies installations, fisheries management, deployment, operation and maintenance of aquaculture, adaptation of coastal zones to climate change or maritime transport. Blue Growth issues could use EO technologies as tools to meet current challenges and create new value chains. Blue Growth has been identified as one of the key emerging industries, to be supported through inter cluster collaboration.



Pôle de compétitivité mondial Aéronautique, Espace, Systèmes embarqués

2.2. General context

Aerospace Valley is the FIRST WORLD COMPETITIVENESS POLE in the aerospace industry, serving its three strategic sectors of Aeronautics, Space and Drones, in the Occitanie / Pyrenees-Mediterranean and New Aquitaine regions. Ranked in the top three of global competitiveness clusters, it supports cooperative R&D projects as well as companies in the sector. Its vocation is to promote innovation in the service of the growth of its members to meet the challenges of tomorrow.

Aerospace Valley is partner of [Space2Waves](#), a Cluster Go International – Earth observation data and application project funded by the COSME programme (COS-CLUSINT-2019-2-01) of the European Commission. The project runs from September 2020 to August 2022.

Space2Waves is the continuation of SpaceWave project which has successfully developed an internationalization strategy to accelerate the Earth Observation (EO) technologies global deployment in Blue Growth and to support European SMEs competitiveness. Four countries have been identified as promising target with highest potential for European SMEs: Australia, Canada, South Africa and United Arab Emirates.

The main objective of Space2Waves is to promote access to international markets for 30 European SMEs involved in the development and provision of EO products and services in support to Blue Growth.

Space2Waves brings together six clusters with a perfect balance between blue economy and space sectors. All have joined the SpaceWave Alliance, a partnership agreement with common goals towards access to third markets. Space2Waves partners will encourage the involvement of other EU clusters in the Alliance.

For more information, please visit: <https://www.space2waves.eu/>

30 European SMEs have been selected to benefit from the internationalisation programme, which includes a training programme to prepare themselves, the participation to a business mission in the selected target country and a follow-up in order to maximise the initiated collaboration (business agreements, collaborative projects).

The distribution of the SMEs per target country is the following: Australia (6 SMEs), Canada (8 SMEs), South Africa (5 SMEs) and United Arab Emirates (11 SMEs). The SMEs are working in the following blue growth market sectors: maritime transport, port infrastructure, climate change, EEZ surveillance, aquaculture and fisheries. More information on the selected SMEs is available [here](#).

AEROSPACE VALLEY

Bâtiment B612 – 3 Rue Tarfaya - CS 64403 – 31405 TOULOUSE CEDEX 4
Tél. 05 61 14 80 30 – e-mail : contact@aerospace-valley.com
<http://www.aerospace-valley.com>
N° SIRET : 484 284 526 000 72 – Code APE : 9499Z

Pôle de compétitivité mondial Aéronautique, Espace, Systèmes embarqués

During the first year of the project, the selected SMEs have been trained to be ready to address international markets in the target countries. Two main activities have been carried out all along the period:

- **Training sessions** - SMEs attended several online workshops and webinars to reinforce their knowledge of the target countries, its markets and its specificities.
- **Individual meetings** - An individual support to each SME is provided with individual consultancy meetings, which are the opportunity to answer more individual questions from

SMEs, based on their real individual needs. It was also the opportunity for SMEs to discuss on their maturity assessment, which has been performed at the beginning of the internationalisation program. The related documents will be at the disposal of the service provider if needed.

The next phase will consist in implementing four matchmaking missions in the target countries. Due to the sanitary crisis and restricted travel conditions, the missions will have a hybrid format:

- **Digital B2Bs** to start building relationships virtually with local stakeholders before the country visit;
- A **physical mission** of 3-5 days will be organised to deepen the first contacts initiated by the SMEs. In case travelling is not possible due to the sanitary crisis (or for any other reasons), additional digital B2Bs and/or activities will have to be foreseen.

2.3. Tenders objectives

In this context, Aerospace Valley is looking for a service provider to support the work of Space2Waves Work Package 3 (WP3) aiming to organise a hybrid matchmaking mission in Canada involving 8 European SMEs.

These SMEs are:

- Bioceanor, France
- Elittoral, Spain
- Gisaia, France
- I-SEA, France
- Riskaware, United Kingdom
- SAMMY, Greece
- SKYLINE Partners, United Kingdom
- Waves'n See, France

Pôle de compétitivité mondial Aéronautique, Espace, Systèmes embarqués

3. Description of the expected service delivery

The main objective of the service provider is to fully organise a hybrid matchmaking mission Canada. The available budget is €1650 per SME.

The service has to include:

1- **Business/technological partner search and organisation of virtual B2B meetings**

The subcontractor will have to identify relevant and suitable local stakeholders or organisations (companies, universities, national agencies....) based on the involved European SMEs competences, products and services. These B2B are the first step for the SMEs to start developing their business with potential buyers or/and partners in the target country.

At least 5 virtual B2B meetings must be organised for each SME.

2- **Organisation and implementation of the matchmaking mission in Canada**

During this one-site mission, priority will be given to B2B meetings. At least 3 meetings must be organised per SME. These contacts can be made from the virtual B2B or new ones.

The service provider will also be responsible for the logistic aspects (when needed) for the duration of the mission except for travelling (flight and hotel), as this will be organised individually by each SME.

Additional activities such as site visits/meetings to local stakeholders interested in collaborating with European companies or participation to an international trade show related to Earth Observation and/or Blue Growth should be considered.

Covid situation: For the moment the hybrid mission is the objective. As the sanitary situation is constantly evolving, the feasibility of carrying out an on-site mission will be studied during the coming months with the selected consultants. In case of inability to travel, additional digital activities will have to be defined and organised. In this second scenario, the virtual B2B meetings should be reinforced and any other ideas aiming at maximising the opportunities for the SMEs are welcome. The subcontractor would have to identify and prepare contacts with local stakeholders as well as to organise virtual B2B meetings.

Therefore, the service provider is asked to consider these two scenarios in its proposal:

- **Scenario 1:** Business/technological partner search and organisation of virtual B2B meetings and Organisation and implementation of the matchmaking mission;
- **Scenario 2:** Business/technological partner search and organisation of virtual B2B meetings and additional online activities (B2Bs, etc.).

The language to be used with the SMEs is English.

Pôle de compétitivité mondial Aéronautique, Espace, Systèmes embarqués

Expected results:

Key Performance Indicators will remain the same whatever the format of the mission.

- Support 8 European SMEs before and during the matchmaking mission;
- 64 B2B organised;
- Use best endeavours to achieve the signature of 2 business agreements* between EU SMEs and companies/research centres/public administration/institution from Canada.

** A **business agreement** is a negotiated and usually legally enforceable understanding between two or more parties. It typically documents the give-and-take of a negotiated settlement. These agreements are between European SMEs and international SMEs in third countries, as a result of the internationalisation activities during the lifetime of the Space2Waves project.*

4. Terms and conditions of contract

4.1. Indicative calendar

The selected service provider needs to be available from November 2021 to June 2022.

All the B2B meetings should be finalised by the end of February 2022. If possible, a physical mission will be organised between March and May 2022.

Due to Covid-19 and depending on the evolution of the health situation in the target country, the timetable may evolve but will remain within the period mentioned. Decision to organize a physical mission should be taken in early 2022, in accordance with the European Commission services involved.

4.2. Service provider expected skills and experiences

The subcontractor will have to meet the following requirements:

- Strong knowledge of the Canada market;
- Knowledge/existing contacts of local actors in the blue growth and space sectors;
- Capacity to involve local stakeholders;
- Successful experiences of internationalisation of SMEs;
- Past experiences in organising B2B meetings and matchmaking missions;
- Very good command of the English language and proven capacity to draft reports in English.

4.3. Deliverables

At the end of the service, the subcontractor must provide one global report including at least:

- A list of identified stakeholders;
- A report of the B2Bs organised;
- A follow-up for each SMEs accompanied;
- A report of the additional activities organised.

All documents must be drafted in high-quality English and transmitted in electronic format to Aerospace Valley no later than end of June 2022.

The Space2Waves consortium will provide report's templates to the selected subcontractor.

AEROSPACE VALLEY

Bâtiment B612 – 3 Rue Tarfaya - CS 64403 – 31405 TOULOUSE CEDEX 4

Tél. 05 61 14 80 30 – e-mail : contact@aerospace-valley.com

<http://www.aerospace-valley.com>

N° SIRET : 484 284 526 000 72 – Code APE : 9499Z



Pôle de compétitivité mondial Aéronautique, Espace, Systèmes embarqués

4.4. Monitoring and follow-up

The selected provider will inform Aerospace Valley of its progress on a monthly basis. A monitoring table, provided by the Space2Waves consortium, should be completed regularly to provide information on the B2B meetings (date, contact, content of the meeting...) and the additional activities carried out.

4.5. Confidentiality and data protection matters

The selected service provider prohibit itself from disclosure to third parties, even after the end of the contract, confidential information of which he is aware on Aerospace Valley, on Space2Waves project or on the involved SMEs.

It is expressly agreed that all information communicated to the service provider in the framework of the contract, including and without limiting, all information regarding products, data, study results, and all financial, administrative or commercial information about directly or indirectly Aerospace Valley, Space2Waves project partners and/or the SMEs will be strictly retained confidentially by the service provider.

The service provider commits furthermore to use this information only for the purpose of assisting Aerospace Valley and not to disclose it to any other person.

The contractor is responsible for ensuring that all data to which he/she or his/her staff become party during the execution of the contract must be treated confidentially and in conformity with EC regulation N° 2018/1725. The contractor is equally responsible for ensuring the application of this obligation in respect of any of his/her direct or indirect sub-tenderers.

The confidentiality commitment stipulated in this contract will remain in force after the termination or cancellation of the current contract for a period of 5 years.

AEROSPACE VALLEY

Bâtiment B612 – 3 Rue Tarfaya - CS 64403 – 31405 TOULOUSE CEDEX 4

Tél. 05 61 14 80 30 – e-mail : contact@aerospace-valley.com

<http://www.aerospace-valley.com>

N° SIRET : 484 284 526 000 72 – Code APE : 9499Z

Pôle de compétitivité mondial Aéronautique, Espace, Systèmes embarqués

5. Form and contents of the tenders

5.1. Requirement documents

The candidates' offers will be entirely drafted in English language and expressed in Euro (€).

Each candidate will provide a complete file including the following documents:

- A technical brief including imperatively the following documents:
 - A methodology plan;
 - A note describing the human resources;
 - A company profile including list/outline description of similar works;
 - A work schedule (e.g. GANTT chart).
- A financial offer that considers both scenarios following this scheme:

Scenario 1: hybrid mission	Scenario 2: Fully digital mission
Virtual B2B meetings	Virtual B2B meetings
Organization of the on-site mission (B2Bs and additional activities)	Additional online activities/Follow-up activities

5.2. Submission of tenders

Tenders must be submitted by email to verdier@aerospace-valley.com in electronic format (PDF or compatible), no later than 27th October 2021 at 12.00 PM CET time.

Tenderers shall precisely observe the indications of the present call for tenders, in order to ensure that their tender is admissible. Late submission will lead to the non-admissibility of the tender and its outright rejection.

5.3. Evaluation criteria

The service provider selection will be based on the following criteria:

- Technical value (35/100)
 - Quality and relevancy of the proposal;
 - Time to action and adequacy with the project implementation calendar;
- Skills and experiences (35/100)
 - Strong knowledge of the Aerospace Valley market;
 - Knowledge/existing contacts of local actors in the blue growth and space sectors;
 - Capacity to involve local stakeholders;
 - Successful experiences of internationalisation of SMEs;
 - Past experiences in organising B2B meetings and matchmaking missions;
 - Very good command of the English language and proven capacity to draft reports in English.
- Price (30/100)

Pôle de compétitivité mondial Aéronautique, Espace, Systèmes embarqués

Please note that any irregular or unacceptable offer could be rectified during negotiation, and that only a breaching offer could be rectified without negotiation. However, any inappropriate offer will be systematically eliminated.

Since assessment of the tenders will be based on the quality of the proposed solution, tenders should elaborate on all points addressed in order to score as many points as possible. The mere repetition of mandatory requirements set out in these specifications, without going into details or without giving any added value, will only result in a very low score.

The above criteria will be assessed on the basis of the details provided in the tender, and any other documents that the tenderer considers useful for this purpose.

AV will award the contract to the economically most advantageous tender as stated below.

AV reserves the right not to select a contractor if the price of the offers proposed is in excess of the budget allocated to this project.

6. Payment terms

Payments under the contract will be made upon receipt of the corresponding invoices.

Tenderers themselves will bear the costs of drawing up their tenders and AV will not be liable to pay any compensation if a tender is rejected or if it decides not to select any tender.

7. Information to tenderers on the final evaluation

AV will inform Tenderers of decisions reached concerning the award of the contract, including the grounds for any decision not to award a contract or to recommence the procedure.

After the opening of tenders:

If clarification is required or if obvious clerical errors in the tender need to be corrected, the contracting authority may contact the tenderer provided the terms of the tender are not modified as a result.

This invitation to tender is in no way binding on the contracting authority. The contracting authority's contractual obligation commences only upon signature of the contract with the successful tenderer.

Up to the point of signature, the contracting authority may either abandon the procurement or cancel the award procedure, without the candidates or Tenderers being entitled to claim any compensation. This decision must be substantiated and the candidates or Tenderers notified.

Once the contracting authority has opened the tender, it becomes its property and it shall be treated confidentially.