

**THE NATIONAL RECOVERY AND RESILIENCE PLAN**  
**Development of Horizon Europe mentoring programmes**

-----  
**WITHIN THE CALL FOR PROJECTS – PNRR-III-C9-2024 – I6**  
**PNRR/2024/component no. 9/investment no. 6**

-----  
**COMPONENT C9. SUPPORT FOR THE PRIVATE SECTOR, RESEARCH, DEVELOPMENT AND INNOVATION**  
**INVESTMENT I6. Development of Horizon Europe mentoring programmes**

APPROVED,  
Assoc.Prof.Dr. Floren DRĂGAN



**Specification**  
**for the acquisition of Horizon Europe project proposal writing services under the call for projects under the title Development of Horizon Europe mentoring programmes, Component C9. SUPPORT FOR THE PRIVATE SECTOR, RESEARCH, DEVELOPMENT AND INNOVATION,**  
**Investment I6. Development of Horizon Europe mentoring programmes.**

## **1. Introduction**

This section of the tender documentation shall include all the requirements on the basis of which each tenderer will draw up the tender (technical proposal and financial proposal) to participate in the direct procurement procedure for the performance of the services which are the subject of the contract resulting from this purchase.

Within the framework of this purchase, Politehnica University Timisoara – hereinafter referred to as UPT - fulfils the role of contracting authority, respectively purchaser within the Contract.

For the purposes of this section of the tender documentation, any activity described in a particular chapter of the Specification and not explicitly specified in another chapter, shall be interpreted as being mentioned in all the chapters where it is considered by the tenderer that it had to be mentioned in order to ensure the fulfilment of the subject-matter of the contract.

### **Necessity and opportunity:**

Having regard to the non-reimbursable financing opportunity offered by the NATIONAL RECOVERY AND RESILIENCE PLAN, Development of Horizon Europe mentoring programmes, WITHIN THE CALL FOR PROJECTS – PNRR-III-C9-2024 – I6; COMPONENT C9. SUPPORT FOR THE PRIVATE SECTOR, RESEARCH, DEVELOPMENT AND

INNOVATION, INVESTMENT I6. Development of Horizon Europe mentoring programs, Politehnica University intends to draft an application for funding on this component.

**Purpose of the purchase:** Service for writing a MSCA COFUND project proposals within Horizon Europe, in order to develop the institutional capacity of RDI entities in Romania to successfully participate in Horizon Europe competitions.

Within this call, the Specification refers to:

Activity A1 - Writing of project proposals.

A1.1 – Services of writing Horizon Europe project proposals.

**Description of the services to be purchased:**

A project writing service will be purchased on Horizon Europe call MSCA COFUND so that Politehnica University Timisoara will submit a project proposal as coordinator on the mentioned calls.

The purchased service can be through an enterprise/company in Romania and the EU or it can be an authorized natural person in Romania and the EU.

In the case of the EU contractor/companies, all the documents submitted will be translated into Romanian.

**Specific conditions for the assignment of the service contract:**

- The company provides business and management consulting activity for writing a project proposal within a Horizon Europe competition;

- The company provides business and management consulting activity and must have proven experience in writing Horizon 2020 or Horizon Europe projects. Such work must be proven by submitting a list of projects already written on calls from Horizon 2020 or Horizon Europe and the number of funded projects;

- The company has the obligation to deliver the project proposal from the MSCA COFUND Horizon Europe competition to the Politehnica University of Timisoara, until **30.05.2025**, from the signing of the service contract;

- The company must submit a Statement that it is not incapable of payment;

- The company must submit the Certificate of Registration and other documents justifying a sustained activity in the field of business and management consulting;

**Budget of the contract:** The submitted tender must consider the maximum financial threshold settled in this call for projects. The maximum budget of the writing service for a Horizon Europe project proposal is up to 10,000 Euro.

**Duration of the contract:** from its signing by both parties, until **30.05.2025**

**Modality of tender:** the forms provided by the contracting authority shall be completed.

**Criterion for awarding**

The criterion applied for awarding the contract for the provision of writing services for Horizon Europe projects is, according to Law no. 98/2016, **the lowest price.**

**Modality of payment**

The payment will be made based on a reception protocol, signed by both parties, following which the invoice for the service provided will be issued.

Drafted by,  
Service manager,  
Agnes Stepanian

