



Call for tenders from international experts
for the evaluation of the INTERREG SUDOE
ICT4SILVER Project

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1. BACKGROUND

1.1 Project description

The ICT4Silver project (<https://www.ict4silver.eu/>), funded by the VB PROGRAMME (SOE1/P1/F0370), focuses on the development of innovative products and services based on ICT Technology dedicated to the elderly people.

Silver Economy represents a great economic opportunity for south-west Europe, which will have the oldest population on the continent by the year 2050. The population ageing is a trend that concerns all countries, but this societal challenge is also of particular interest due to its high market potential in the 5 regions represented in the consortium which all attract a very high proportion of retired people in their respective countries. Ageing and well-being of the population instigate in turn untapped market opportunities for specific ICT products and services adapted to the senior segment, for maintaining their autonomy and/or ensuring their well-being.

In parallel, numerous KET ICT innovations are currently being developed (e.g. sensors, remote monitoring systems, smart and connected devices, robotic assistance, internet of things, big data) but remain often too much within the labs or SMEs which developed them. Being too far away from the silver economy stakeholders, it is difficult for SMEs to penetrate such markets. To that extent, the Silver economy is a field where cross-sectorial projects shall bring real economic development opportunities provided that the added value of ICT technologies for meeting the challenges at stake with the ageing of the population could be assessed and demonstrated.

On this basis, ICT4SILVER accompanies SMEs in the 5 SUDOE regions to help them accelerate the introduction of innovative products / services integrating ICT technologies in applications designed to extend the independence of the elderly.

One of the highlights of the project is to compare the solutions implemented by the selected SMEs in experimental environments in direct contact with target users (seniors, family caregivers, health and social care services) within living-labs of the ICT4SILVER network.

The partners of the project are also defining a cross-sectoral and transnational methodology to stimulate the transfer of ICT technologies to the Silver Economy market to encourage the replication and sustainability of the ICT4SILVER model to other industrial sectors and to other territorial challenges bearing major market challenges for SUDOE.

1.2 Project consortium

The ICT4SILVER consortium is comprised of 9 partners:

1. Agence Développement et Innovation Nouvelle-Aquitaine (ADI). FR (coordinator)
2. GIP Autonom'Lab. FR
3. Home Care Lab, S. Coop. (HCL). ES
4. Fundación Knowledge Innovation Market Barcelona (KIM). ES
5. Fundación Tecnalia Research & Innovation (TECNALIA). ES
6. Asociación de Industrias de las Tecnologías Electrónicas y de la Información del País Vasco (GAIA). ES
7. Associação TICE.PT. PT
8. Cluster TIC Santé aquitain. FR
9. Instituto Politécnico do Cávado e do Ave. PT

These partners belongs to SUDOE regions: Cataluña (ES), Centro (PT), Norte (PT), Nouvelle-Aquitaine (FR), País Vasco (ES).

2. OBJECT OF THE CALL

2.1 Objective and motivation

Once ICT4Silver is facing its last six months of execution, it is desired to contract two external evaluators, in order to provide a new and neutral perspective about it. It is expected that the assessment done by these two independent external evaluators comprises two main aspects:

- Assessment of the **performance and outcomes of the project**, based on the initial workplan, deliverables, planned and used resources, beneficiaries' contributions and expected potential impact in scientific, technological, economic, competitive and social terms, and the plans for the use and dissemination of results
- Assessment of the **management procedures and methods**, based on the management plans, project indicators and deviations

Interested international experts are requested through this call to send a personal tender with the following information:

1. Detailed background and experience.
2. Technical proposal.

2.2 Methodology

The external evaluators will request from the project coordinator and partners all the necessary information and documentation to carry out the assessment of the project. It is expected that the evaluator meets the coordinator and project partners, individually or collectively, either remotely or

in face to face meetings. The two evaluators will have to coordinate with each other so that the collection of data can be done efficiently.

Once each evaluator assesses the project, the **evaluators will have to work together on a consensus report** to agree on a common position. These reports will be sent to ADI and TECNALIA.

3. APPLICANT'S ELIGIBILITY CRITERIA

The eligibility criteria are the following:

- More than five years' experience working as a Research & Innovation, or Industrial expert for the European Commission¹, more specifically, as evaluator or monitor of Transnational projects, Interreg Sudoe, FP7, H2020 or similar projects. Experience working in ICT and Silver Economy projects will also be considered.
- No current contractual relationship with any of the project partners

At least one of the experts contracted will be outside the SUDOE Area. The Sudoe Area is comprised by the following regions:

España

ES11 Galicia, ES12 Principado de Asturias, ES13 Cantabria, ES21 País Vasco, ES22 Comunidad Foral de Navarra ES23 La Rioja, ES24 Aragón, ES30 Comunidad de Madrid, ES41 Castilla y León, ES42 Castilla –La Mancha, ES43 Extremadura, ES51 Cataluña, ES52 Comunidad Valenciana, ES53 Islas Baleares, ES61 Andalucía, ES62 Región de Murcia, ES63 Ciudad Autónoma de Ceuta, ES64 Ciudad Autónoma de Melilla.

France

Nouvelle-Aquitaine (FR53 Poitou-Charentes, FR61 Aquitaine, FR63 Limousin), Occitanie (FR62 Midi-Pyrénées, FR81 Languedoc-Roussillon), FR72 Auvergne

Portugal

PT11 Norte, PT15 Algarve, PT16 Centro (PT), PT17 Lisboa, PT18 Alentejo

United Kingdom

UKZZ Gibraltar

Principado de Andorra*

¹ http://ec.europa.eu/research/participants/docs/h2020-funding-guide/experts/expert-roles-and-tasks_en.htm



4. TIMING

Deadline for submission of tenders is 18th January 2019.

Each applicant will be informed about the decision taken by the Selection Committee 15 days after the closing date for the submission of applications.

The assessment of the project will be carried out from the signature of the contract till 15th March 2019.

The final individual assessment and consensus reports must be available by the 29th March 2019.

5. BUDGET AND CONTRACT PRICE

The budget for the provision of the EVALUATION service is FIVE THOUSAND EUROS for the two experts (5.000 EUR).

A fixed amount of 2.500 EUR (taxes included) will be paid to each of the two selected experts.

This amount does not include accommodation and travel expenses, that will also be covered by the ICT4Silver project. The guidelines for reimbursement of travel expenses are included in Annex2.

6. CONTRACTING PROCEDURE

Selected experts will sign a service provision contract with TECNALIA, who is the project partner responsible for task T3.2. in which this contract is included.

Selected experts will receive the agreed payment by TECNALIA after submission and approval of the consensus review report. Experts will issue a personal invoice including the reference and description of the service provided by TECNALIA.

Travel expenses (transportation, accommodation and meals) will be reimbursed by ADI, upon receipt of an invoice or a request of reimbursement in addition to all the original paid invoices. The guidelines for reimbursement of travel expenses are included in Annex2.

7. EVALUATION CRITERIA

A committee composed by members of ADI and TECNALIA (at least 1 representative per partner) will evaluate the tenders received with the following criteria:

Background and experience, up to 60 points (60%). Of that:		
Experience in the evaluation of national and transnational R&D Projects	15 points	15%
Experience in ICT technologies and ICT products and services adapted to the senior segment	15 points	15%
Experience and background in market introduction of new products and support to SMEs to reach the market	15 points	15%
Fluency in English	15 points	15%
Technical/project assessment proposal, up to 30 points (30%). Of that:		
Project assessment proposal: Detailed task and meeting planning, proposal of contents for assessment exercise and report	15 points	15%
Proposed methods for review exercise, standards	15 points	15%
Origin different from the Sudoe Area, 10 points (10%)		

Each applicant will be informed about the decision taken by the Selection Committee **15 days after the closing date for the submission of applications.**

8. HOW TO APPLY

8.1 Documentation required

Tenders will provide their offer in a single “.pdf” document, with a maximum of 10 pages and written in English.

The offer will include information about all the issues that are requested in the call, namely:

Detailed background and experience: Origin, professional trajectory, experience in the evaluation or monitoring of European projects, experience in research and innovation in ageing; including the following details:

Professional trajectory and experience:	<ul style="list-style-type: none"> - CV - Additionally the table included in Annex 1 can be provided
Experience in the evaluation of national and transnational R&D Projects:	Number of evaluation moments and when was the last time (or last times). and of R&D projects evaluated in the last 5 years, including the programme to which they belong and number of partners.
Experience in ICT technologies and ICT products and services adapted to the senior segment:	List of references of projects, publications, courses and contributions in congresses related to the field in the last 5 years.
Experience and background in market introduction of new products and support to SMEs to reach the market:	References, consultancy services performed, and training in the field.
Fluency in English:	English level certificates (CI, B1)

Technical proposal for project evaluation including:

Proposal content:	Detailed plan of project assessment and relation/meetings with the partners. Details of the deliverables/reports.
Proposal methodology for review exercise:	Suggested methods, standards and tools.

8.2 Administrative procedure

Candidates can submit tender by e-mail to the two following addresses:

igone.idigoras@tecnalia.com

b.durruty@adi-na.fr

Deadline for submission of tenders is 18th January 2019.

For any questions regarding this call, please write to: igone.idigoras@tecnalia.com

9. ANNEX 1: Expertise table from AAL Programme CV

Please self-judge your expertise by indicating with an "x" the column with following points foreseen:

4 (excellent) – 3 (good) – 2 (fair) – 1 (no expertise)

Name:	4	3	2	1
Ageing Applications, services and User aspects				
Accessibility				
Assistive Technology				
Health care services				
Medical services				
Gerontology				
Prevention				
Chronic conditions				
Home Care				
Informal care				
Social services				
Independent living				
Cognitive issues				
Social interaction				
Mobility				
Safety and Security				
Rehabilitation				
Education and skills				
ICT and integration Aspects				
ICT Standards				
(ICT and) Ethics				
Privacy				
Smart home applications				
Context aware services and products				
Adaptive systems				
Interoperability and seamless integration				
Knowledge based systems				
Micro and embedded systems				
Sensors and actuators				
Communication networks and internet				
Service Robotics				
Safety and Security				
Service engineering				
System maintenance and reliability				
Telemonitoring				
User interfaces				
Usability				
Virtual reality				
Validation				
Horizontal issues				
Project management				
Impact assessment				
User integration				
Exploitation strategies/concepts				
European markets (which: ...				
Health/Social systems in				
Dissemination				
International R&D cooperation (ICT & ageing)				

10.ANEX 2: Travel and accommodation expenses reimbursement

ICT4SILVER lead Partners, ADI, will reimburse a part of your travel and accommodation fees. The reimbursement is the following :

For 2 travels per countries, from your country of origin, in the limit of 1 day:

On the basis imposed by the French Legislation	Accommodation*	Food expenditure*	Transport														
			By car	By plane or train													
FRANCE	60€	15,25€ per meal	<table border="1"> <thead> <tr> <th>Fiscal Power</th> <th>Reimbursement per km</th> </tr> </thead> <tbody> <tr> <td>3 CV and less</td> <td>0,41€</td> </tr> <tr> <td>4 CV</td> <td>0,493€</td> </tr> <tr> <td>5 CV</td> <td>0,543€</td> </tr> <tr> <td>6 CV</td> <td>0,568€</td> </tr> <tr> <td>7 CV</td> <td>0,595€</td> </tr> </tbody> </table>		Fiscal Power	Reimbursement per km	3 CV and less	0,41€	4 CV	0,493€	5 CV	0,543€	6 CV	0,568€	7 CV	0,595€	100€ A/R
			Fiscal Power	Reimbursement per km													
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			4 CV	0,493€													
			5 CV	0,543€													
			6 CV	0,568€													
7 CV	0,595€																
SPAIN	132€ per day		100€ A/R														
PORTUGAL	160€ per day		100€ A/R														

The principle of sound financial management in the choice of the transport and the accommodation will apply.

Reimbursement conditions are the following:

- The travel must happen between the day of the contract attribution and the 31/03/2019, end day of the project. The precise on-site visit will be scheduled with the concerned partner.
- Be present during the all visit, an attendance sheet to be signed will be asked
- Send an invoice to ADI Nouvelle-Aquitaine (6, allée du doyen Georges Brus – 33600 PESSAC) with all your expenditure vouchers.

The reimbursement will be at the real cost of the travels, up to the amounts previously presented.