



Tender Document

Invitation to tender in accordance with the European open procedure for the procurement of experts for the CBI project to promote sustainable production practices regarding improved water management and environmentally friendly dyeing methods in Bangladesh's Home Textiles craft sector

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Definition of terms

Contract	The written framework agreement between the Contracting Authority and the Contractor in which the conditions applicable to the public contracts that will be awarded via this tendering process (Further Agreements) will be recorded within a specific period.
Contracting Authority	The State of the Netherlands, represented by the Minister of Economic Affairs, who concludes the Contract with the Contractor on behalf of the Contracting Authority.
Contractor	The party with whom the Contracting Authority concludes the Contract.
Data processing Agreement	An agreement signed by the Contracting Authority and the Contractor concerning the processing of personal data by the Contractor. When a Contract is awarded on the basis of the ARVODI, the Contract may require the Contractor to process Personal Data on behalf of the Contracting Authority. If so, the Parties must conclude a Data Processing Agreement under article 28, paragraph 3 of the General Data Protection Regulation ('the Regulation'). In a Data Processing Agreement the Contracting Authority and the Contractor make agreements on the Processing of Personal Data in the context of the Contract.
European Single Procurement Document	A statement in which the Tenderer declares his compliance with the requirements specified in this document.
Exclusion Ground	A circumstance applicable to the Tenderer or a person affiliated with the Tenderer that results in exclusion of the Tenderer from participating in the tendering process.
Further Agreement	A written agreement signed by the Contracting Authority and the Contractor based on the framework agreement. Further Agreements concluded under the Framework Agreement during its term remain in effect after the Framework Agreement has expired.
General Government Terms and Conditions	General Government Terms and Conditions for Public Service Contracts 2018 (ARVODI-2018: <i>Algemene Rijksvoorwaarden voor het verstrekken van Opdrachten tot het verrichten van Diensten</i>).
IUC-EZ	The Procurement Office (IUC) – part of the Netherlands Enterprise Agency (RVO.nl), which in turn is part of the Ministry of Economic Affairs (EZ) – will serve as process manager during this tendering process.
Memorandum of Information	A document containing all questions asked and answers given, in anonymised form and, if applicable, additional information. This includes the questions and answers submitted via TenderNed.
Most Economically Advantageous Tender	The Tender that achieves the highest definitive total score based on the best price-quality ratio.

Public Procurement Act	The Public Procurement Act 2012 (<i>Aanbestedingswet 2012</i>).
Services	The services that the Contractor provides for each lot as described in this Tender Document.
Standby Agreement	A Standby Agreement (in Dutch: wachtkamer-overeenkomst) is an agreement concluded with the Tenderer whose offer has been ranked second-best by the Contracting Authority based on the best price-quality ratio. Under this agreement, the Contracting Authority may, in the first contract year, request the standby contractor to deliver the services if the primary Contractor fails to do so—without the need to initiate a new European tender procedure.
Suitability requirements	The requirements with which Tenderers must comply in order to be eligible to win the Tender.
Tender	A quotation submitted by the Tenderer in response to this Tender Document.
Tenderer	An entrepreneur or entrepreneurs who have submitted a Tender or is/are planning to submit a Tender. In this document, the word 'you' is taken to mean the Tenderer.
Tendering Authority	Netherlands Enterprise Agency (RVO), represented by the Minister of Economic Affairs, who concludes the Contract with the Contractor on behalf of the Tendering Authority.
Tender Document	This document and all of its annexes.
TenderNed	TenderNed is the Dutch government's online tendering system. For more information, please visit: Dutch government's online tendering system TenderNed .

Specific terminology and abbreviations

CEFR	The Common European Framework of Reference for Languages (CEFR) is an internationally recognized standard for assessing language proficiency. It provides a clear, structured scale to measure language skills in reading, writing, speaking, and listening, ranging from beginner (A1) to proficient (C2). For more information, please visit: Global scale - Table 1 (CEFR 3.3): Common Reference levels - Common European Framework of Reference for Languages (CEFR) .
EU	European Union.
HT	Home Textiles.
PM	CBI Programme Manager.
REACH	Registration, Evaluation, Authorisation and Restriction of Chemicals.
SMEs	Small and Medium-sized Enterprises.

1. Introduction

The Tender Document at hand contains information regarding this invitation to tender conducted in accordance with the European open procedure for the CBI project to promote sustainable production practices regarding improved water management and environmentally friendly dyeing methods in Bangladesh's Home Textiles craft sector. Five (5) different types of experts are sought:

1. System Change Expert for Sustainable HT Craft Ecosystem Development;
2. Local System Change Expert for Sustainable HT Craft Ecosystem Development;
3. Sector expert for sustainable chemical dyeing ecosystem development, fostering development of environmental compliant business models, business coaching and market development;
4. Sector expert natural dyeing processes of HT products for innovative solutions for and refinement of the natural dyeing processes within the HT ecosystem, ecosystem development, business coaching and market development;
5. Expert for local business coaching implementation.

You are hereby invited to submit a Tender based on this Tender Document.

1.1 Tendering Authority and IUC-EZ

This tendering process is being conducted on the instructions of the Centre for the Promotion of Imports from developing countries (CBI), part of the Netherlands Enterprise Agency (RVO) of the Ministry of Economic Affairs. IUC-EZ will act as process manager during this tendering process.

1.2 CBI introduction

CBI supports the transition towards inclusive and sustainable economies. We focus on transitions in sectors in developing countries, working towards becoming more inclusive and sustainable. All our projects lead towards the same impact areas. We aim to contribute to the transition towards inclusive and sustainable sectors by:

- Stimulating economically, socially and environmentally sustainable trade and production through exports by local SMEs to Europe and to regional markets.
- Promoting and creating decent work, where decent work is defined as productive work for women and men in conditions of freedom, equity, security and human dignity.
 - We pay special attention to women and youth. This means creating decent jobs for women and young people, as well as supporting women and youth in management positions. Moreover, it is our ambition to support female and young entrepreneurs.

In this way, we contribute towards the United Nations' 2030 development agenda, both directly and indirectly. We directly contribute to sustainable consumption and production (SDG 12) in order to achieve - via export (SDG 17.11) - inclusive and sustainable economic growth, full and productive employment and decent work for all (SDG 8). Additionally, our interventions assist indirectly in achieving SDG 1 (no poverty) and SDG 5 (gender equality).

Our aim is to support the transition towards inclusive and sustainable economies by focusing on one specific sustainability challenge in a sector and country. A *sustainability challenge* describes the current obstacle(s) that prevent both poor and marginalised groups including target SMEs from actively participating in the (market) systems, and from continuing to derive environmental, social and economic benefits.

Our unique expertise lies in using export as the means – in other words the *main incentive* – to overcome the sustainability challenge and to incentivise the transition of a) the SMEs we work with, b) the markets we operate in and eventually c) the entire sectors of our target countries towards becoming more *inclusive* and *sustainable*. Besides the specific sustainability challenge, all projects should at least be gender aware, not-climate blind, inclusive for youth and sustain or create decent jobs.

There are different intervention areas possible within each project that aim to contribute to overcoming the sustainability challenge. Each depends on assumptions, addresses initial underlying causes and aims to create long-term and intermediate outcomes. At a high level, these intervention areas are as follows:

- *Sustainable SMEs*: Ensure SMEs achieve a long-term balance between environmental, social, and economic policies and practices. This focus includes sustainably produced products and services, reduced environmental impact, providing decent work, and resilience to changes in markets and business environments.
- *Sector alignment*: Foster increased collaboration, awareness, and visibility within the local value chain to support the sector's transition towards more sustainable and inclusive economies.
- *Service provision*: Support the availability of Business Development Services (BDS) for value chain actors, encompassing business operations, export readiness, and sustainable production.

For further information on the CBI, please visit www.cbi.eu.

This tendering process pertains to the implementation of the CBI project focused on promoting sustainable production practices regarding improved water management and environmentally friendly dyeing methods in Bangladesh's Home Textiles (HT) craft sector. Details regarding this assignment can be found in section 2 and subsequent sections. A checklist and additional information on how to apply for this tendering process are available in section 7.

1.3 Reason for this invitation to tender

CBI is implementing a project in Bangladesh's HT craft sector to contribute to the achievement of the following long-term vision:

The Bangladeshi Home Textiles craft sector meets international environmental compliance standards and through compliance minimises its ecological footprint.

The project ambition is that:

The Bangladeshi Home Textiles craft sector's ecosystem supports companies in seizing the EU market opportunities through embracing sustainable production practices regarding improved water management and environmentally friendly dyeing methods and captures market opportunities with sustainable, non-polluting alternatives.

The project is structured around three solution pathways. The first pathway addresses the environmental challenges chemical dyeing practices create regarding water pollution and excessive usage of drink and groundwater. The other pathway addresses obstacles prohibiting HT craft SMEs grasping alternative market opportunities for HT craft products which are produced using natural dyes instead of chemical dyes.

The use of recycled yarn as an environmental friendly alternative is a third possible pathway in this project. It needs however further investigation and validation during the inception phase. Based on the findings, project interventions might be developed and specific sector expertise for this will be contracted at a later stage. It is currently not yet known whether these additional activities will be contracted through a Further Agreement under this Framework Agreement for lot 1, or whether a separate tender procedure will be launched for the execution of these activities. This decision will depend, among other factors, on the scope of the activities, organizational developments, and budget.

Background information

The Bangladeshi HT sector can be divided into two major segments, the industrial segment and the craft segment. This project focuses on the craft segment which consists of a few bigger producers, and a large number of SMEs and home-based production groups, and in which environmental compliance issues are bigger.

Bangladesh exports HT products to 47 countries of which the largest export markets are the EU and the US. EU & US export markets have a strong focus on environmental compliance (wastewater treatment, use of chemicals). There is an untapped potential in mid-to-high segment EU markets, where there is an increasing demand for environmentally compliant and traceable products.

Textile dyeing in Bangladesh's Home Textile craft sector

The HT sector involves various actors operating at different technical levels. Big industrial producers have their own certified automated dyeing facilities that meet requirements of large international clients and mainly use chemical dyes. Mid-sized industrial producers dye in-house. Some have an ETP dyeing facility in place, some don't and discharge untreated wastewater into the environment. In the craft sector there is a great variety of dyeing arrangements, both in chemical dyeing and in natural dyeing. Some bigger producers have ETP dyeing facilities. SMEs tend to have a combination of arrangements: buying of already dyed materials, in-house dyeing, outsourcing to dyeing houses (SMEs that produce and dye), having dyeing done by producer groups. Mainly hand dyeing, sometimes semi-automated. Challenges for small dye houses are that they struggle with high operational costs and lack of access to ETPs, making compliance with environmental standards difficult. These facilities often operate without proper wastewater management, contributing to water pollution and hindering the marketability of products in international markets.

The use of chemical (reactive) dyes is dominant in both segments, industrial and craft. Chemical dyes are easily available and offer the possibility to make bright colours and are colourfast. The application process is shorter and (greatly therefore) less costly than applying natural dyes. The biggest industry in Bangladesh, the Ready-Made Garments industry uses chemical dyes only. Natural dyes are mostly used in the craft segment. There are some dyeing houses that focus on natural dyes, but in general there is a lack of knowledge on how to do the dyeing, on colour fastness issues, etc.

The Bangladeshi HT craft sector mainly uses cotton (almost 100% imported) and to a much lesser extent jute, which is locally grown. The sector also uses waste materials to make new products. These can e.g. be second hand sarees or cuttings from the garments making process. Larger pieces are used for quilting e.g., while smaller pieces are spun into recycled yarn. The capacity to spin new yarn is rather limited.

Expertise sought

To implement its projects, CBI works with experts who provide the necessary training, coaching, research, and coordination. This Tender Document outlines requirements for five (5) distinct types of experts needed for the implementation of this project:

Lot 1: Systems Change Expert for Sustainable HT Craft Ecosystem Development

This expert will play a key role in advancing the project's goal of fostering a sector-wide transformation in Bangladesh's HT craft industry by scaling sustainable dyeing methods, enhancing environmental compliance, and expanding the use of recycled yarn. The expert will conduct research to assess why the current ecosystem does not adequately support companies in accessing opportunities and services needed for environmental compliance. A needs assessment will be conducted among SMEs for all pathways to understand their specific challenges. Based on the findings, the expert will support public and private service providers in developing financially viable solutions to meet these needs. Key focus areas include building awareness and urgency among sector stakeholders about the EU market opportunities through environmental compliance, natural dyeing practices and recycled yarn as alternative raw material; collaborating with sector

counterparts to enhance Bangladesh's position and reputation in export markets through sector branding; supporting the development of environmental compliance, natural dyeing, recycled yarn, export, and financial services for SMEs; and facilitating set up of a dyeing hub. The expert will lead sector alignment initiatives, bringing stakeholders together to strategize for future resilience, share best practices, focusing on social compliance and decent work. The expert will also assist institutional stakeholders in better facilitating the sector in becoming socially compliant, possibly through the development of a code of conduct or specific guidelines. This role includes engaging all relevant ecosystem partners to ensure the long-term sustainability and impact of the project's outcomes. By applying systems change strategies, the expert will help build an ecosystem that embraces and takes ownership of the topics of environmental compliance, natural dyeing and use of recycled yarn as an alternative raw material for HT products.

Lot 2: Local System Change Expert for Sustainable HT Craft Ecosystem Development

This expert will support the expert from Lot 1 in catalysing systems change. Responsibilities include conducting essential research, organizing events, and providing coaching. On the operational side, they will handle logistics, network coordination, and the day-to-day management of activities related to institutional and systems change, as well as Market Systems Development.

Lot 3: Sector expert for sustainable chemical dyeing ecosystem development, fostering development of environmental compliant business models, business coaching and market development

This expert will work closely with HT craft SMEs using chemical dyed fabric for production of HT craft products. The goal is to work with SMEs on diverse strategies, identifying best practices for capturing EU market opportunities through adopting environmentally compliant models. The expert will identify and engage with key players in the HT craft ecosystem related to environmental compliance to support the shift towards a more environmentally compliant sector, by using the developed best practices by SMEs and or with other sector stakeholders. With a scaling strategy in mind, the expert will facilitate the collection and dissemination of best practices through sector associations and other forums to inspire adoption of the best practices by other companies in the sector. The expert will do this together with the systems change expert for sustainable HT ecosystem development, the local systems change expert for sustainable HT ecosystem development and the local expert for local project implementation and business support. Identifying potential second movers early on is critical, ensuring their interest and needs are understood, and sharing this information with the project team to develop strategies for effective scaling. The expert's role is to actively support and coach SMEs, while fostering a broader shift toward environmental compliance across the sector.

Lot 4: Sector expert natural dyeing processes of HT products for innovative solutions for and refinement of the natural dyeing processes within the HT ecosystem, ecosystem development, business coaching and market development

This expert will work closely with HT craft SMEs to create new and scaling of existing solutions for current obstacles in the natural dyeing process which limit the opportunities for HT craft SMEs in grasping opportunities on the EU market.

The goal is to work with SMEs on diverse strategies, identifying best practices for capturing EU market opportunities through creating new solutions for natural dyeing issues in the production process as well as further develop existing solutions to scale these locally in the HT craft sector. The expert will identify and engage with key players in the ecosystem in the natural dyeing segment within the HT sector in Bangladesh and support development of best practices by SMEs and other ecosystem partners to make them viable for broader sector adoption. With a scaling strategy in mind, the expert will facilitate the collection and dissemination of best practices through frontrunners partners, sector associations, universities and other forums to inspire adoption of the best practices by other companies in the sector together. This is facilitated together with the systems change expert for sustainable HT ecosystem development, the local systems change expert for sustainable HT ecosystem development and the local expert for local project implementation and business support. Identifying potential second movers early on is critical, ensuring their interest and needs are understood, and sharing this information with the project team to develop strategies for effective scaling. The expert's role is to actively support and coach SMEs, while fostering and supporting a broader shift toward social compliance across the sector.

Lot 5: Expert for local business coaching implementation

This expert will provide crucial support to the initiatives led by the experts from lot 3 and 4. The expert's responsibilities include providing additional coaching to the SMEs on business export and environmental compliance, natural dyeing and recycled yarn strategies. Additionally, this expert will oversee logistical aspects, network management, and the day-to-day coordination of all business export coaching activities related to the project. Also, the expert provides follow-up coaching and research support. The expert will engage with various sector stakeholders to ensure the seamless implementation of the project within the Bangladeshi HT craft sector, ultimately aiming to achieve the intended systems change. The expert plays a vital role in ensuring the project runs smoothly and that all stakeholders remain motivated and engaged.

Note that besides the experts mentioned in Lots 1-5 additional experts with further and more specialized thematic expertise — on subjects such as Corporate Social Responsibility — may be contracted in separate assignments to support the project's implementation.

Furthermore, as mentioned above, CBI will investigate opportunities regarding recycled yarn. If interventions are developed specific sector expertise will be contracted.

The experts contracted under this tendering process will work closely both amongst themselves and with any other experts who may be contracted by CBI outside the framework of this tendering process. This collaborative approach aims to achieve the project's objectives efficiently and cohesively. Final decisions regarding planning of interventions and activities, monitoring results, the allocation of specific assignments and coordination between experts will be made by the CBI Programme Manager to ensure smooth project execution and to minimize role overlap.

1.4 Time schedule

The schedule below applies to this tendering process.

2 June 2025	Issuing of publication, start of tendering period.
23 June 2025 – 11.00 CEST	Closure of round of questions: deadline for the Tenderer to submit questions regarding this Tender Document, the Data Processing Agreement, and the Contract (including the general terms and conditions) and/or proposals for textual amendments to the draft Contract (including the general terms and conditions).
11 July 2025	Issuing of Memorandum of Information
4 August 2025 – 11.00 CEST	Deadline for the receipt of Tenders and opening of Tenders by the Tendering Authority.
August 2025 / September 2025	Assessment of Tenders.
23 September 2025	Announcement of the award of the Contract.
14 October 2025	Deadline for asking questions and/or filing an application for a preliminary injunction in relation to the announcement of the award of the Contract.
8 October 2025	Deadline for the winning Tenderer to provide the evidence requested by the Tendering Authority.
24 October 2025	Starting date of Contract.

If – in the opinion of the Tendering Authority – circumstances provide cause to do so, the Tendering Authority is entitled to amend the specified period(s). In such a case, timely notification of the new period(s) will be provided digitally.

2. Description of assignment

2.1 Description and objective of the assignment

Bangladesh's HT craft sector faces significant challenges in meeting EU (and US) market requirements regarding environmental compliance standards, which limits its access to these more lucrative markets. The ecosystem surrounding the craft HT producers is currently insufficient in providing the necessary services and solutions, skills development, and financial support required for SMEs to meet these environmental compliance standards and compete internationally.

This project aims to address these challenges by using the following pathways:

Pathway 1: Environmental compliance

This pathway addresses the lack of pressure and/or incentives to comply environmentally by taking the following steps:

- Raise awareness and support ecosystem:
 - Collaborate with key sector players to raise awareness among stakeholders about the EU market opportunities available through environmental compliance.
 - Highlight the impending loss of Bangladesh in 2029 of LDC status, which will require meeting GSP+ sustainability standards.
 - Facilitate sectoral exchange and collaboration within the craft segment and with the industrial dyeing segment so HT craft SMEs have accessibility to sustainable solutions and are (better) supported in exporting.
 - Work towards a platform/working group with key sector players who take ownership of the urgency for change.
- Develop environmental compliant business models with partner SMEs and importers:
 - Work towards achieving environmental compliance (REACH).
 - Support towards key sector players in developing branding strategy to support scaling of best practices.
 - The environmental compliance models and solutions will be scaled across second-mover SMEs once proven successful by first movers.
- Share best practices:
 - Disseminate the best practices of partner SMEs through a sector platform.
 - Raise interest among other HT craft SMEs and ecosystem stakeholders in working towards environmental compliant business models.
- Develop accessible services:
 - Collaborate with public and private stakeholders to develop accessible services for chemical dyeing practices (such as availability of ETPs and access to small quantities of chemical dyes).
 - Collaborate with public and private stakeholders to develop accessible services for export related support, including financial services.

Pathway 2: Natural dyeing opportunities as an alternative for chemical dyeing

This pathway will focus on creating new and scaling of existing solutions for current obstacles in the natural dyeing process which limit the opportunities for HT craft SMEs in grasping opportunities on the EU market. As detailed in section 2.5, the primary issues include:

- Experience and knowledge on natural dyeing is not preserved in a structural and accessible manner for HT craft SMEs.
- SMEs have no information or access to sustainable solutions regarding availability raw materials/natural dyes and powder stuff and dyeing facilities.
- No awareness on alternative export market opportunities related to natural dyeing at SME or ecosystem level and lack of collaboration.
- Insufficient support and services for export activities in the craft HT sector.

To support local solutions and scaling them, this pathway will:

- Support set up of a natural dyeing hub:

- bring willing, able, experienced natural dyeing SMEs, persons and organisations together and facilitate set up of a hub.
 - facilitate promotion of the hub within the HT craft segment in Bangladesh.
- Support the development of services regarding natural dyeing process (dyeing houses availability, quality and colour consistency) and purchasing smaller quantities of powder stuff.
 - create best practices with HT craft SMEs which already control the natural dyeing process.
- Support innovations in natural dyeing by piloting with frontrunner SMEs and experts, and support scaling to other sector players once key issues such as colour consistency and supply chain stability are addressed.
- Develop best practices for exporting to the EU market in the mid/mid-high segment with frontrunner SMEs and EU importers and disseminate these best practices.
- Develop export-enhancing services for HT craft SMEs.

Possible Pathway 3 Recycled yarn market opportunities as an alternative

For this pathway investigation is required to validate and find locally existing solutions for using cutting waste in the RMG sector and turning it into recycled yarn. This small-scale solution could create opportunities for the HT craft SMEs who could, by using these recycled yarns for their fabrics, enter new, niche, segments on the EU market. The main issues at this moment for this opportunity to scale are:

- The market is not aware that in Bangladesh recycled yarn is available and there is no awareness of the market opportunities in Bangladesh.
- And if demand is in place, then the availability of recycled yarn becomes an issue.

A possible trajectory regarding recycled yarn could focus on:

- Creating awareness within the HT craft sector about the opportunities.
- Linking with EU buyers and the Combi track.
- Developing best practices with frontrunner SMEs and service providers of recycled yarn and EU importers and disseminating/promoting these best practices within Bangladesh and on the EU market.
- Identifying opportunities for scaling within the timeframe of the project.

Cross cutting interventions pathway / approaches for similar interventions

- For all pathways it is important to bring together sector stakeholders to discuss the future resilience of the HT craft segment within the larger HT sector when it comes to dyeing practices. On the one hand the sector needs understanding, awareness creation and action of limiting/stopping the water pollution because of chemical dyeing practices of drink and groundwater by introducing sustainable solutions for HT craft SMEs. On the other hand, the Bangladeshi HT craft sector has huge potential in mid-mid/high segments not only for chemical dyed HT craft products but also for the non-water polluting opportunities: using natural dyes or textile made from recycled yarn. This needs support in terms of branding the sector, services offer improvement related to export and alternative market opportunities.
- During the inception phase research needs to be done on which stakeholders are important to join in all pathway's activities and what the power dynamics are within each pathway connected to the specific topic of the pathway.
- Regarding services needed for export related obstacles, these are relevant for all partner SMEs in all three pathways. While the partner SMEs work on best practices related to the topic of the pathway, they will be brought together when service development trajectories are started with interested service providers.
- Regarding Youth opportunities: in pathway 2 opportunities for youth are identified. Youth — particularly young women — are showing increased interest in natural dyeing processes due to its alignment with sustainability trends and the flexibility it offers for home-based work. One intervention strategy is to partner with the University of Dhaka to promote working in the HT craft sector and the dyeing industry, ensuring equal access to opportunities for both young men and women.
- Regarding the position of women at producer group level, with the partner SMEs in all pathways, the project will seek opportunities to support, where needed, the position of

women. This could be regarding Occupational Health & Safety (OHS) but also job opportunities for younger women. Special attention will be given to integrating women from informal producer groups, particularly in rural areas.

- The scaling strategy will ensure that as sustainable practices are adopted and scaled, they also drive social inclusivity by creating equitable opportunities for women and youth in the sector. The aim is to position both groups as key players in Bangladesh's sustainable craft economy. Success in scaling these practices will require addressing social barriers such as discriminatory access to finance for women and cultural barriers.

The project will start with a one (1) year inception phase. During this inception phase, the project will carry out research and assumption testing to gather insights that will shape the (four (4) year) execution phase. The inception phase of the project serves several objectives, guided by underlying assumptions:

Pathway	Objective	Assumptions
SMEs face little pressure to be environmentally compliant regarding their dyeing operations	Create a shared sense of urgency and commitment to seize the opportunities through environmental compliance, addressing current gaps and preparing for upcoming stricter GSP+ and EU requirements.	- Environmental compliance issues are not being addressed due to a lack of awareness about market opportunities and a lack of urgency felt by sector stakeholders to act. - Joint action is not being undertaken because there is no structure to facilitate this.
	Get clear insight into the opportunities for Bangladeshi SMEs in the European HT craft segments using environmental compliance as a leverage.	- There is room for Bangladesh in the European mid-mid/high HT craft markets for chemical dyed products. - Environmental compliance provides a window of opportunity for Bangladeshi HT craft SMEs.
	Identify and promote the active participation of a group of motivated partner SMEs in the HT craft segment.	- There are SMEs that are able and willing to participate in the project. - They are willing and able to invest in developing business models with environmentally friendly dyeing practices. - They are willing and able to test new services in the areas of sustainable dyeing practices. - They are committed to share the best practices within the sector.
	Gain clearer insights into the position of women workers at SME and producer groups level in the HT crafts sector regarding OHS when dealing with chemical dyeing.	- The position of women within these companies is currently insufficiently understood, and there is a lack of policies to support them.
Natural dyeing segment not functioning	Create a shared sense of urgency and commitment to seize the opportunities through natural dyeing, addressing current gaps and preparing for upcoming stricter GSP+ and EU requirements.	- Opportunities for export of natural dyed HT craft products are not seized due to a lack of awareness about market opportunities and obstacles are therefore not addressed. And a lack of urgency felt by sector stakeholders to act. - Joint action is not being undertaken because there is no structure to facilitate this.

optimal to be able to grasp alternative market opportunities	Identify and promote the active participation of a group of motivated partner SMEs in the HT craft segment	- There are SMEs that are able and willing to participate in the project. - They are willing and able to invest in developing natural dyeing business models. - They are willing and able to test new services in the areas of natural dyeing. - They are committed to share best practices to promote natural dyeing opportunities within the sector.
	Gain clearer insights into the opportunities for and the position of youth in natural dyeing segment of the HT craft sector.	- The position of youth within these companies is currently insufficiently understood, and there is a lack of policies to support them.
Limited availability of (coloured) recycled yarns is hampering the alternative market opportunities (instead of exporting chemical dyed HT products) for HT craft SMEs	Create insight, analyse and validate within the HT craft eco-system that there is a growing demand and interest in HT products made with recycled yarn.	- There is room for Bangladesh in the European mid-mid/high HT craft markets for HT craft products made from recycled yarns. - Service providers of recycled yarn are interested in partnering. - EU importers willing to invest in best practices - Front runner or willing and able HT craft SMEs can be found.
	Create insight on awareness in the EU market for opportunities of sourcing recycled yarn products in Bangladesh through showcasing best practices.	- There is room for Bangladesh in the European mid - mid/high HT craft markets for HT craft products made from recycled yarns. - Service providers of recycled yarn are interested in partnering. - EU importers willing to invest in best practices. - Front runner or willing and able HT craft SMEs can be found.
	Identify if a group of motivated partner SMEs in the HT craft segment could contribute.	- There are SMEs that are able and willing to participate in the project. - They are willing and able to test new services in the areas of recycled yarn. - They are willing and able to invest in developing business models for exporting HT craft products made from recycled yarn. - They are committed to share best practices to promote the market opportunities and lessons learned within the sector.
Connecting Pathway - Ecosystem development / service development	Create a shared sense of urgency and willingness with sector stakeholders so they regularly convene to discuss and agree on actions to ensure the sector's future resilience, with a focus specifically on the HT craft sector and how it can contribute to less usage of drinking water,	- Opportunities for the HT craft sector to contribute to supporting less pressure on the usage of drinking water for (chemical) dyeing processes and the water pollution and discharge are not seen/no action is taken. This also applies to alternative market opportunities using less or no water, due to a lack of awareness about market opportunities and a lack of urgency felt by sector stakeholders to take action.

	water pollution and the discharge of it as well as alternative market opportunities for which water is not polluted.	- Joint action is not being undertaken because there is no structure to facilitate this.
	Support the development of a (strong) branding strategy and implementation action plan which supports grasping the opportunities on the EU market for the chemical dyed HT products segment and the two alternative market opportunities for HT craft part of the value chain.	- No awareness and knowledge regarding the market opportunities is a key obstacle preventing companies from grasping existing market opportunities. - Unawareness at importer level on opportunities at HT craft SMEs level is a key obstacle in preventing companies from grasping existing market opportunities. - Action is not being undertaken because there is no vision or structure to facilitate this.
	Identify key public and private service providers in the fields of export enhancement and access to finance for all three pathways.	- The lack of suitable and accessible export related and access to finance services is a key obstacle preventing companies from grasping existing market opportunities. - There are service providers able and willing to participate in the project. - There are SMEs that are able and willing to participate in the project and they are willing and able to test new services in the areas of export enhancement and finance

Execution phase

The insights and feedback collected during the inception phase will be used to inform and refine the project's strategies and intervention pathways to better meet the specific needs of the sector and its stakeholders. The execution phase will be shaped based on the information collected and the insights obtained during the inception phase. The inception phase serves to obtain the necessary deeper insights to further validate the long-term outcome objectives, and to define the intervention strategies that will best enable the project to achieve those objectives. After the inception phase, an addendum to the project document will be drafted, detailing the strategy to be followed.

2.2 Target group and beneficiaries

The target group for the activities to be carried out by the experts recruited through this tendering process consists of:

System Change Expert for Sustainable HT Craft Ecosystem Development (lot 1) and Local System Change Expert for Sustainable HT Craft Ecosystem Development (lot 2)

All stakeholders in the leather sector in Bangladesh, particularly:

- Actors in the enabling environment.
- (potential) Service providers.
- Stakeholders who can support the shift towards a more environmentally compliant sector.
- SMEs participating in Pathway 1, 2 and 3.

Sector expert for sustainable chemical dyeing ecosystem development, fostering development of environmental compliant business models, business coaching and market development (lot 3)

- SMEs active in the HT craft sector in Bangladesh.

- European HT craft products buyers interested in environmentally friendly produced products.
- Stakeholders who can support the shift towards accessible environmental compliance services and business models.

Sector expert natural dyeing processes of HT products for innovative solutions for and refinement of the natural dyeing processes within the HT ecosystem, ecosystem development, business coaching and market development (lot 4)

- SMEs active in the natural dyeing segment within the HT craft sector in Bangladesh.
- European natural dyed HT craft products buyers.
- Stakeholders who can support the shift towards sustainable natural dye supply chains and refined dyeing techniques.

Expert for local business coaching implementation (lot 5)

- SMEs active in HT craft sector using chemical and/or natural dye processes and using recycled yarn as alternative raw material for their HT craft products.
- European buyers interested in HT craft products produced.
- Actors in the enabling environment.
- (potential) Service providers.
- Stakeholders who can support the shift towards a more environmentally compliant sector.

2.3 Target market

The target market for this project is the segment of the EU and EFTA markets for craft HT that demands environmental compliance or is interested in natural dyed products and/or HT craft products produced with recycled yarn.

2.4 A systems approach for sector transitions

CBI employs a systems approach to foster transitions towards inclusive and sustainable economies. This approach views a system as a dynamic network of actors, interests, norms, and practices shaping economic outcomes. By understanding the entire market system, we identify and address the root causes of sustainability challenges, integrating this perspective into every project phase for practical implementation.

Our approach balances expert-led and participatory methods. The expert-led approach relies on CBI's project managers and external experts, using business case insights and professional expertise to design interventions. In contrast, the participatory approach puts design ownership in sector stakeholders and market players, fostering collaborative intervention ideas through workshops.

The process begins with demarcating the targeted system part, followed by envisioning a future-proof, well-functioning, sustainable sector. In this case, that vision is: "The Bangladeshi Home Textiles craft sector meets international environmental compliance standards and through compliance minimises its ecological footprint." This vision guides the development of intervention strategies, continuously validated and refined by CBI project managers, external experts, and local stakeholders.

Through our projects, we seek to address market failures' root causes for lasting, inclusive growth. We focus on systemic changes and sustainable service delivery models development. In this project, we will facilitate rather than directly implement as much as possible, encouraging market actors and institutions to develop solutions and services for sector-specific constraints and opportunities. Our goal is to establish long-term, sustainable services, with an exit strategy envisioned from the start.

2.5 Expert roles

A description of the roles of the various experts is provided below.

Lot 1: System Change Expert for Sustainable HT Craft Ecosystem Development

This expert:

- Applies systems change strategies to create a resilient ecosystem that fosters ownership of environmental compliance and decent work as fundamental principles.
- Engages relevant ecosystem partners to ensure the sustainability and long-term impact of the project's outcomes.
- Conducts research to analyse why the current ecosystem does not adequately support companies in accessing opportunities and services needed for environmental compliance and for grasping market opportunities related to chemical and natural dyeing and recycled yarn as an alternative raw material.
- Performs a needs assessment among SMEs to understand their specific challenges related to environmental compliance and for grasping market opportunities related to chemical and natural dyeing and recycled yarn as an alternative raw material.
- Advises on strategies for public and private service providers to develop financially viable solutions and services addressing SMEs' needs in the areas of environmental compliance and for grasping market opportunities related to chemical and natural dyeing and recycled yarn as an alternative raw material, export and access to finance.
- Builds awareness and urgency among sector stakeholders about the opportunities in the EU market through environmental compliance and for grasping market opportunities related to chemical and natural dyeing and recycled yarn as an alternative raw material.
- Collaborates with sector stakeholders to enhance Bangladesh's position and reputation in export markets through (existing) sector branding initiatives.
- Leads sector alignment initiatives, bringing together stakeholders to strategize for future resilience and share best practices in environmental compliance and for grasping market opportunities related to chemical and natural dyeing and recycled yarn as an alternative raw material.
- Works with institutional stakeholders to facilitate the sector's progress toward becoming environmentally compliant, potentially through the creation of a code of conduct or sector-specific guidelines.
- Documents lessons learned and facilitates the dissemination of best practices to stakeholders to enhance sector-wide adoption of socially compliant practices.

On-site visits each year are anticipated, with the exact number depending on the project's needs and any applicable constraints on international travel. The expert is expected to maximize the use of online platforms for meetings and coaching. The expert will collaborate closely with other experts contracted under this tendering process, as well as with any additional experts contracted outside the framework of this tendering process. The CBI Programme Manager will decide on intervention strategies per pathways, carries out project management within each pathway, provides guidance for usage of CBI's tools for adaptive monitoring and on how to apply CBI's methodology, will manage and oversee the allocation of activities and strategic decisions, considering project requirements, stakeholder needs, and budget considerations.

Lot 2: Local System Change Expert for Sustainable HT Craft Ecosystem Development

This expert:

- Coordinates project activities for ecosystem development and arranges logistics to ensure seamless execution.
- Engages with stakeholders to facilitate their involvement and commitment to project goals.
- Provides follow-up coaching to sector stakeholders as needed.
- Offers research support to inform strategic decisions and project development.
- Maintains, together with the expert from lot 1 regular communication with sector stakeholders to foster engagement and monitor progress.
- Collaborates with experts from lots 3, 4 and 5 to align activities and maximize impact.

The level of activity for this role will vary based on project requirements, management decisions, and the evolving needs and opportunities within the Bangladeshi HT craft sector. The activities must be carried out on location in Bangladesh.

The expert is expected to be able to meet with stakeholders on location when a physical meeting is deemed necessary by the CBI Programme Manager. The expert therefore must be located no more than 500 km from Dhaka. The expert will maximize the use of online platforms for meetings and coaching in between physical encounters. The expert will collaborate closely with other experts contracted under this tendering process, as well as with any additional experts contracted outside the framework of this tendering process. The CBI Programme Manager will decide on intervention strategies per pathways, carries out project management within each pathway, provides guidance for usage of CBI's tools for adaptive monitoring and on how to apply CBI's methodology, will manage and oversee the allocation of activities and strategic decisions, considering project requirements, stakeholder needs, and budget considerations.

Lot 3: Sector expert for sustainable chemical dyeing ecosystem development, fostering development environmental of compliant business models, business coaching and market development

This expert:

- Works closely with HT craft SMEs in the chemical dyeing segment to develop environmentally compliant business models that align with EU market requirements.
- Identifies and engages, together with the experts from the lots 1 and 2 or other experts CBI will involve, key stakeholders within the chemical dyeing segment within the HT craft ecosystem to drive the sector's transition towards environmental compliance and develops joint solutions for environmental compliance.
- Facilitates the identification and documentation of best practices at SME level for environmental compliance and ensures their dissemination through sector associations and forums.
- Develops a scaling and exit strategy to encourage the adoption of best practices by other companies in the HT craft sector.
- Identifies potential second movers early in the project, assesses their interest and needs, and collaborates with the project team to create tailored strategies for effective scaling.
- Actively fosters a sector-wide shift towards social compliance by engaging with ecosystem partners, sharing insights, and supporting the alignment of stakeholders around socially responsible practices.
- Guides SMEs through the process of complying to environmental EU requirements.
- Advises SMEs on capturing EU market opportunities through environmental compliant strategies.
- Provides hands-on coaching and support to SMEs to ensure they implement and sustain environmental compliant business practices.

On-site visits each year are anticipated, with the exact number depending on the project's needs and any applicable constraints on international travel. The expert is expected to maximize the use of online platforms for meetings and coaching. The expert will collaborate closely with other experts contracted under this tendering process, as well as with any additional experts contracted outside the framework of this tendering process. The CBI Programme Manager will decide on intervention strategies per pathways, carries out project management within each pathway, provides guidance for usage of CBI's tools for adaptive monitoring and on how to apply CBI's methodology, will manage and oversee the allocation of activities and strategic decisions, considering project requirements, stakeholder needs, and budget considerations.

Lot 4: Sector expert natural dyeing processes of HT products for innovative solutions for and refinement of the natural dyeing processes within the HT ecosystem, ecosystem development, business coaching and market development

This expert:

- Works closely with HT craft SMEs in the natural dyeing segment to develop business models which embrace environment friendly natural dyeing practices regarding improved water management and environmentally friendly dyeing methods that align with European market demands.
- Identifies and engages, together with the experts from the lots 1 and 2 or other experts CBI will involve, key stakeholders within the natural dyeing segment within the HT craft ecosystem in Bangladesh to drive the sector's transition towards environmental friendly natural dyeing practices regarding improved water management and environmentally friendly dyeing methods and develop joint solutions and/or services for this.
- Facilitates the identification and documentation of best practices for natural dyeing practices and water management and ensures their dissemination through sector associations and forums.
- Develops scaling and exit strategies to encourage the adoption of best practices by other companies in the HT craft sector in Bangladesh.
- Identifies potential second movers early in the project, assesses their interest and needs, and collaborates with the project team to create tailored strategies for effective scaling.
- Actively fosters a sector-wide shift towards social compliance by engaging with ecosystem partners, sharing insights, and supporting the alignment of stakeholders around socially responsible practices.
- Guides SMEs through the process of complying to environmental EU requirements.
- Advises SMEs on capturing EU market opportunities through strategies related to friendly natural dyeing practices regarding improved water management and environmentally friendly dyeing methods.

On-site visits per year are anticipated, with the exact number depending on the project's needs and any applicable constraints on international travel. The expert is expected to maximize the use of online platforms for meetings and coaching. The expert will collaborate closely with other experts contracted under this tendering process, as well as with any additional experts contracted outside the framework of this tendering process. The CBI Programme Manager will decide on intervention strategies per pathways, carries out project management within each pathway, provides guidance for usage of CBI's tools for adaptive monitoring and on how to apply CBI's methodology, will manage and oversee the allocation of activities and strategic decisions, considering project requirements, stakeholder needs, and budget considerations.

Lot 5: Expert for local business coaching implementation

This expert:

- Coordinates project activities and logistics to ensure seamless execution.
- Engages with stakeholders to facilitate their involvement and commitment to project goals.
- Provides follow-up coaching to SMEs and other sector stakeholders as needed.
- Offers research support to inform strategic decisions and project development.
- Maintains, together with experts from lots 3 and 4, regular communication with sector stakeholders to foster engagement and monitor progress.
- Collaborates with experts from lots 1 and 2 to align activities and maximize impact.

The level of activity for this role will vary based on project requirements, management decisions, and the evolving needs and opportunities within the Bangladeshi HT sector. The activities must be carried out on location in Bangladesh.

The expert is expected to be able to meet with stakeholders on location when a physical meeting is deemed necessary by the CBI Programme Manager. The expert therefore must be located no more than 500 km from Dhaka. The expert will maximize the use of online platforms for meetings and coaching in between physical encounters. The expert will collaborate closely with other experts contracted under this tendering process, as well as with any additional experts contracted outside

the framework of this tendering process. The CBI Programme Manager will decide on intervention strategies per pathways, carries out project management within each pathway, provides guidance for usage of CBI's tools for adaptive monitoring and on how to apply CBI's methodology, will manage and oversee the allocation of activities and strategic decisions, considering project requirements, stakeholder needs, and budget considerations.

For all lots:

The planning of activities across all lots may vary based on project needs, stakeholder requirements, and external factors like security-related issues or pandemic-related restrictions. Please refer to the description of the roles above for a general outline. Our 'digital-first' strategy aims to minimize environmental impact by prioritizing online interactions whenever possible. All decisions regarding planning and monitoring of the project and activity allocation will be made by the CBI Programme Manager.

2.6 Role of the expert within the project team

The expert carries out his/her work under the direct supervision of the responsible CBI Programme Manager in the Hague, the Netherlands. The Programme Manager is responsible for the project's overall management, monitoring, budget, and outcomes.

The expert is part of a broader team that includes both locally based and international external experts and service providers, contracted by CBI for specific project activities. The team also includes CBI staff, particularly the Programme Manager and Project Officers based in The Hague, as well as staff and experts from potential development partner organizations (such as donors).

Depending on the project's needs, CBI may contract additional external experts and service providers beyond those under this tendering process.

The experts in lots 1, 2, 3, 4 and 5 are expected to closely collaborate among themselves and with third parties contracted by CBI to ensure the effective and efficient implementation of the project. During the duration of the Contract it is therefore important that the expert(s) per lot remain the same. However, if it becomes apparent that one or more experts are not performing well or are not collaborating effectively with each other or with third parties, leading to implementation problems for the project, intervention/evaluation meetings will be convened. These meetings will be convened by the Contracting Authority once per quarter or as often as necessary to assess how the collaboration within the project is progressing. Initially, a warning will be issued if one or more experts are not performing well or are not collaborating effectively with third parties. If the collaboration does not improve as agreed, a second (final) warning will follow.

If this also does not lead to improvement, or if collaboration problems persist or issues arise in the execution of a sub-assignment, the Contracting Authority will proceed to replace the relevant expert. This can be done in two ways: (1) the Contracting Authority may request the Contractor to replace the expert, or (2) the Contracting Authority may make use of the concluded standby agreement. It is at the sole discretion of the Contracting Authority to determine which option will be pursued. In the event that the Contracting Authority opts to conclude a framework contract with the standby contractor, whereby the standby contractor will take over the execution of the assignment concerning the relevant lot from the Contractor, the Contractor shall not be entitled to any form of compensation or damages.

1. Replacement of expert by Contractor

- If the underperforming expert belongs to a company or is a self-employed professional without staff (known in Dutch as zelfstandige zonder personeel, zzp'er), the company or self-employed professional without staff will be invited to suggest a replacement who meets the requirements and preferences for the assignment (at a minimum, the replacement should be at the same level as the expert being replaced). The self-employed professional without staff shall comply with the requirement stated in section 3.1 point 6.
- If the company or self-employed professional without staff are able to propose a replacement, which consist of more than one (1) expert candidate, CBI will select the best candidate.

- Before the replacement can be made, it must be approved by the Contracting Authority. A provision (amendment clause) will be included in the framework agreement stipulating that an expert may be replaced in case of poor performance or collaboration issues.

2. Utilisation of the Standby Agreement

A description of the Standby Agreement is provided in section 2.9.

2.7 Lots

The invitation to tender has been divided into five (5) lots (see table below). By using a mechanism of a general framework agreement and Further Agreements for specific assignments, it is possible to plan the activities in line with the development of the project and to specify the exact scope at the moment that an expert is needed. Per lot we plan to conclude one (1) Framework Agreement.

Lot	Number of Framework Agreements
1. System Change Expert for Sustainable HT Craft Ecosystem Development	1
2. Local System Change Expert for Sustainable HT Craft Ecosystem Development	1
3. Sector expert for sustainable chemical dyeing ecosystem development, fostering development of environmental compliant business models, business coaching and market development	1
4. Sector expert natural dyeing processes of HT products for innovative solutions for and refinement of the natural dyeing processes within the HT ecosystem, ecosystem development, business coaching and market development	1
5. Expert for local business coaching implementation	1

2.8 Contract Period

The Tendering Authority intends to conclude a Framework Agreement for every separate lot. This Contract consists per lot of two phases:

- *Inception phase:* This phase will last one (1) year, from 24 October 2025 up to and including 23 October 2026, with a unilateral option for the Contracting Authority to extend the Contract by two (2) times two (2) years with a total of four (4) years for the execution phase. The Contractor will be informed in writing about the extensions of the Contract at the latest one month before the inception phase will end.
 - The information gathered during the inception phase will be used by CBI to determine how to further shape the project and whether to proceed with the execution phase. For the Contract to be extended to the execution phase, the Contracting Authority will have to be satisfied with the delivery of the contracted experts and confident that the goals of each lot will be met during the remainder of the project. Also, no other unforeseen events have taken place on which grounds the Contracting Authority has to decide not to exercise its option to extend the framework agreement.
- *Execution phase:* This phase will start 24 October 2026 and last two (2) years with the possibility of extending with another two (2) years, for a total of four (4) years.

The total duration of the Contract is five (5)¹ years. If, for any reason, this project cannot be completed within the specified duration, including extension, the Contracting Authority has the

¹ Pursuant to Article 2.140(3) of the Public Procurement Act 2012, a framework agreement may exceed the standard duration of four years if this is duly justified and substantiated. In this case, a five-year duration is warranted due to the specific nature and complexity of the services, in combination with the overall duration of the underlying programme. The assignment requires continuity of expertise and a seamless transition between the inception and execution phases, which form a single, integrated whole. A longer duration ensures implementation efficiency, cost-effectiveness, and avoids the administrative burden of repeated tendering procedures.

option to extend this framework agreement by the time necessary to complete the project. If this is the case, this extension has to be executed within the maximum budgets per lot as mentioned in section 2.10.

Conversely, the Contracting Authority is entitled to terminate the Contract per lot prematurely as soon as the maximum value of the Contract for that particular lot is reached, without any further compensation. The Contracting Authority shall inform Contractor as soon as possible if and when he wants to invoke this right and he will observe a reasonable notice period.

2.9 Standby Agreement

A Framework Agreement for each lot will be awarded according to the principle of the Most Economically Advantageous Tender. The Most Economically Advantageous Tender is the Tender that achieves the highest definitive total score based on the best price-quality ratio.

A Standby Agreement for each lot will be concluded with the Tenderer who obtains the second-highest score. The duration of this Standby Agreement is one (1) year.

The Standby Agreement provides the Contracting Authority with the option to award the Contract to the second-ranked tenderer, without launching a new European tender procedure, should the agreement with the first-ranked tenderer be terminated within one (1) year of its effective date.

Please note: The standby contractor is not eligible for any compensation and may not derive any rights from the Standby Agreement. The Standby Agreement is attached to this Tender Document as annex 03b.

2.10 Scope of the assignment

The Tendering Authority has estimated a total maximum Contract value (including optional extension years) in EUR per lot as follows (exclusive of Dutch VAT and including all local foreign VAT and other costs, fees/third party costs, such as possible indoor rental/catering participants and/or consumables (paper, pen, etc.):

Lot	Maximum contract value in EUR excl. Dutch VAT and including local foreign VAT and all other costs and fees
1. System Change Expert for Sustainable HT Craft Ecosystem Development	Maximum value inception phase: 125.000,- Maximum value execution phase: 350.000,- Maximum total contract value: 475.000,-
2. Local System Change Expert for Sustainable HT Craft Ecosystem Development	Maximum value inception phase: 60.000,- Maximum value execution phase: 140.000,- Maximum total contract value: 200.000,-
3. Sector expert for sustainable chemical dyeing ecosystem development, fostering development of environmental compliant business models, business coaching and market development	Maximum value inception phase: 70.000,- Maximum value execution phase: 180.000,- Maximum total contract value: 250.000,-
4. Sector expert natural dyeing processes of HT products for innovative solutions for and refinement of the natural dyeing processes within the HT ecosystem, ecosystem development, business coaching and market development	Maximum value inception phase: 70.000,- Maximum value execution phase: 180.000,- Maximum total contract value: 250.000,-
5. Expert for local Business Coaching implementation	Maximum value inception phase: 40.000,- Maximum value execution phase: 140.000,- Maximum total contract value: 180.000,-

The estimated values are an indication from which no rights can be derived. This Tender Document was created using up-to-date knowledge and insights valid at the time of its formulation. Note that the budget for each lot has been established based on the assumption of one (1) expert per lot.

This Contract consists of various assignments, referred to as Further Agreements. It is expected that the Contracting Authority will publish every year new Further Agreements.

It is possible that the services specified in the Tender Document may change in the event of political, budgetary, administrative or organisational developments within the Dutch government and the Contracting Authority's expansion or contraction resulting from this, or changes to the Contracting Authority's position within the government or to the targets that must be met. In the event such circumstances occur, the Contracting Authority will consult with the Contractor.

3. Requirements to this assignment

This section includes the requirements set by the Tendering Authority concerning the requested services and the prices and rates.

By submitting a Tender, you as Tenderer, explicitly consent to all requirements and conditions specified in this Tender document and declare that you will continue to comply with these throughout the entirety of the contract period. Furthermore, you confirm that you will comply with all of the specified prices and rates, including any agreed indexation. Failure to comply with one or more requirements will result in your Tender being disqualified from the assessment process and therefore excluded from the tendering process.

3.1 General requirements

For all lots:

1. **One expert:** Per lot, a maximum of one (1) expert may be proposed by Tenderer for the execution of the assignment. During the execution of the assignment, the expert will also serve as the (sole) point of contact for the CBI Programme Manager.
2. **Independence and Conflict of Interest:** All experts applying for this tendering process must act fully independently and without any conflict of interest as a representative of CBI in the HT craft sector in Bangladesh. This entails, among others, that they should not be directly or indirectly contracted or employed by (or own) selling parties in Bangladesh or importing companies that trade in products from developing countries covered by this tendering process. Any expert under this tendering process should be able to act fully independently under the strict requirement that no preferential advice will be given to any company or organisation which might favour the own interests of the expert. In case of potential risks of conflicts of interests during the execution of the Services, the Tenderer can make these risks explicit in the tender application documents. In case of potential risk situations, the tender application documents need to show that 1. such risk for a potential conflict of interest is limited, and 2. that the expert has adequate mitigation measures in place in case a potential conflict of interest might arise. The Tendering Authority decides if the explanation is sufficiently plausible and if the two elements have been adequately proven in the tender application documents. In case a conflict of interest arises during the project implementation, RVO/CBI reserves the right to take adequate measures, for example relevant clauses in further contracting agreements, and/or restricting the activities.
3. **Collaboration:** Proven experience in collaborating effectively with remote or cross-disciplinary teams. Please note: if an expert is not functioning properly in his/her role, i.e. unable to properly execute the assignment and/or collaborate effectively with experts in other lots, he or she will first receive a warning in writing, from the CBI Programme Manager. If the collaboration does not improve, a second and last warning follows. If this does not resolve the situation, the Contracting Authority is allowed to request Contractor to replace the expert for another expert or terminate the Contract for the respective lot or make use of the Standby Agreement.
4. **Coaching Schedule:** The coaching is done continuously throughout the year/week and not arranged via fixed days per week or per month. In principle, experts should be available all year round. This does not mean that the assignment requires full-time availability. Planning of activities and tasks is subject to discussion with and approval from the CBI Programme Manager.

3.2 Language requirements

English: The official working language for interactions with companies, sector stakeholders, experts and CBI staff in the project is English. The reporting language during the project is also English. The expert for lots 1, 3 and 4 must have a proficiency level of at least C1 as per the Common European Framework of Reference for Languages (CEFR) or comparable. Comparable means that when another qualification standard is used the Tenderer has to prove it is comparable to C1 CEFR. Native speakers will be considered as C2 CEFR. For lots 2 and 5 a proficiency level of at least B1 as per the CEFR is required or comparable. Comparable means that when another qualification standard is used the Tenderer has to prove it is comparable to B1 CEFR.

3.3 Requirements relating to knowledge and to professional experience for lot 1: System Change Expert for Sustainable HT Craft Ecosystem Development

- 3.3.1** At least five (5) years of experience, within the last ten (10) years, in facilitating public-private stakeholder collaboration to contribute to a systemic change in consumer sectors.
- 3.3.2** At least three (3) years of experience, within the last eight (8) years, in conducting needs assessments, root cause analyses and research in consumer sectors aimed at identifying opportunities and bottlenecks for systems change within a sector.
- 3.3.3** At least three (3) years of experience, within the last ten (10) years, in providing institutional development support to sector actors in developing countries in consumer sectors, such as sector associations and business support organisations.
- 3.3.4** At least three (3) years of experience, within the last ten (10) years, in coaching private sector service providers in developing countries on the development of new services.
- 3.3.5** At least four (4) years of experience, within the last eight (8) years, in applying Monitoring, Evaluation, and Learning (MEL) tools and methodologies to track project progress and inform adaptive management strategies.

3.4 Requirements relating to knowledge and to professional experience for lot 2: Local System Change Expert for Sustainable HT Craft Ecosystem Development

- 3.4.1** At least three (3) years of experience, within the last eight (8) years, in facilitating public-private stakeholder collaboration to achieve systemic change in Bangladesh.
- 3.4.2** Demonstrable evidence of an active network within the Bangladeshi HT craft sector, which can be leveraged for systems change initiatives. Tenderers must identify in their CV the key partners and stakeholders in the sector they have worked with in the last five (5) years.
- 3.4.3** Minimum of two (2) years of experience in offering research support for project development and implementation in the HT craft sector or similar consumer industries within the last seven (7) years.
- 3.4.4** At least two (2) years of experience in delivering training and coaching support to stakeholders within the Bangladeshi HT craft sector or similar consumer industries within the last eight (8) years).
- 3.4.5** At least three (3) years of experience, within the last ten (10) years, in coaching private sector service providers in developing countries on the development of new services.

3.5 Requirements relating to knowledge and to professional experience for lot 3: Sector expert for sustainable chemical dyeing ecosystem development, fostering development of environmental compliant business models, business coaching and market development

- 3.5.1** At least three (3) years of experience, within the last ten (10) years, in supporting public - private stakeholder collaboration to achieve systemic change in the HT craft sector.
- 3.5.2** At least three (3) years of experience, within the last ten (10) years, in supporting needs assessments, root cause analyses and research aimed at identifying opportunities and bottlenecks for system change within the HT craft sector. Tenderer must cite at least one (1) instance or project where they have successfully carried out such a research.
- 3.5.3** At least five (5) years of experience in the EU HT craft sector, more specifically with chemical dyed textile products, in a commercial, technical, or consultancy role within the last ten (10) years.
- 3.5.4** At least three (3) years of experience within the last ten (10) years with coaching HT craft exporters and providing training sessions in a developing country on improving their environmental compliance, including applying environmental compliance certification trajectories (REACH) and business related improvement trajectories.
- 3.5.5** Up-to-date and active network of EU buyers and agents in the EU HT craft sector, more specifically in the segment of chemical dyed textile products, to be used for B2B matchmaking during the project. Tenderers must list the names of key companies or organizations they have interacted with in the last five (5) years.

3.6 Requirements relating to knowledge and to professional experience for lot 4: Sector expert natural dyeing processes of HT products for innovative solutions for and refinement of the natural dyeing processes within the HT ecosystem, ecosystem development, business coaching and market development

- 3.6.1** At least three (3) years of experience, within the last ten (10) years, in supporting public - private stakeholder collaboration to achieve systemic change in the HT craft sector.
- 3.6.2** At least three (3) years of experience, within the last ten (10) years, in conducting needs assessments, root cause analyses and research aimed at identifying opportunities and bottlenecks for systems change within the HT craft sector. Tenderer must cite at least one (1) instance or project where they have successfully carried out such a research.
- 3.6.3** At least five (5) years of experience in the EU HT craft sector, more specifically within the natural dyeing segment, in a commercial, technical, or consultancy role within the last ten (10) years.
- 3.6.4** At least three (3) years of experience within the last ten (10) years with coaching HT craft exporters and providing training sessions in a developing country on improving their natural dyeing practices and business related improvement trajectories.
- 3.6.5** Up-to-date and active network of EU buyers and agents in the EU HT craft sector, more specifically in the segment natural dyed textile products, to be used for B2B matchmaking during the project. Tenderers must list the names of key companies or organizations they have interacted with in the last five (5) years.

3.7 Requirements relating to knowledge and to professional experience for lot 5: Expert for local business coaching implementation

- 3.7.1** At least three (3) years of experience in organizing logistics for companies and/or international organizations in Bangladesh in the last five (5) years.
- 3.7.2** Minimum of two (2) years of experience in offering research support for project development and implementation in the HT craft sector or similar consumer industries within the last seven (7) years).
- 3.7.3** At least two (2) years of experience in delivering training and coaching to stakeholders within the Bangladeshi HT craft sector or similar consumer industries within the last eight (8) years.

3.8 Requirements relating to the prices/rates (for all lots)

- 3.8.1** The Tenderer will provide the rates in EURO applicable to this assignment by filling in the appendix entitled 'daily rates' (annex 11).
- 3.8.2** The rates must be all inclusive. In any event, they must include all of the following: wage costs, overheads (e.g. accommodation and wage costs for support staff), costs relating to the use of equipment and machinery during the assignment, insurance costs, any applicable costs for e-invoicing, costs related to visa applications (except costs payable to a foreign Embassy for visa application), local levies, taxes and VAT, and local travel and local accommodation expenses. "Local" is in this case the city where the expert is based.
- 3.8.3** The maximum daily rate, excluding Dutch VAT and including local foreign VAT and other costs, for the expert under this tendering process is as follows:

Daily rate lot 1: Systems change expert for sustainable HT ecosystem development

The Tenderer has the option to propose either an international expert or a national expert for lot 1. An international expert is defined as an expert who does not reside in Bangladesh. A national expert is defined as an expert who resides in Bangladesh.

- When proposing an international expert, the maximum daily rate for lot 1 is €750, excluding Dutch VAT and including all local foreign VAT and other fees and costs.
- When proposing a national expert, the maximum daily rate for lot 1 is €350, excluding Dutch VAT and including all local foreign VAT and other fees and costs.

Daily rate lot 2: Local System Change Expert for Sustainable HT Ecosystem Development

The maximum daily rate for lot 2 is €350, excluding Dutch VAT and including all local foreign VAT and other costs.

Daily rate lot 3: Sector expert for sustainable chemical dyeing ecosystem development, fostering development of environmental compliant business models, business coaching and market development

The Tenderer has the option to propose either an international expert or a national expert for lot 3. An international expert is defined as an expert who does not reside in Bangladesh. A national expert is defined as an expert who resides in Bangladesh.

- When proposing an international expert, the maximum daily rate for lot 3 is €750, excluding Dutch VAT and including all local foreign VAT and other fees and costs.
- When proposing a national expert, the maximum daily rate for lot 3 is €350, excluding Dutch VAT and including all local foreign VAT and other fees and costs.

Daily rate lot 4: Sector expert natural dyeing processes of HT products for innovative solutions for and refinement of the natural dyeing processes within the HT ecosystem, ecosystem development, business coaching and market development

The Tenderer has the option to propose either an international expert or a national expert for lot 4. An international expert is defined as an expert who does not reside in Bangladesh. A national expert is defined as an expert who resides in Bangladesh.

- When proposing an international expert, the maximum daily rate for lot 4 is €750, excluding Dutch VAT and including all local foreign VAT and other fees and costs.
- When proposing a national expert, the maximum daily rate for lot 4 is €350, excluding Dutch VAT and including all local foreign VAT and other fees and costs.

Daily rate lot 5: Expert for local business coaching implementation

The maximum daily rate for lot 5 is €350, excluding Dutch VAT and including all local foreign VAT and other costs.

These daily rates are maximum rates. If Tenderer offers a higher rate per expert, the Tender is set aside and excluded from further participation in the tendering process.

- 3.8.4** In case the expert is not located in Bangladesh, you may, when carrying out assignments in Bangladesh, invoice local expenses according to the flat rates on the UN-DSA list. The UN-DSA list is specified per region/city. Accommodation and local travel expenses may be invoiced at the applicable Daily Subsistence Allowance (DSA) flat rates published by the International Civil Service Commission of the UN (<https://icsc.un.org/>).
- 3.8.5** In case the expert is located in Bangladesh you can only invoice the abovementioned UN-DSA, when travelling to one of the regions/cities of the project the expert is NOT located in, after explicit approval of the Programme Manager. The costs for travelling within the expert's own city must be included in your daily rate.
- 3.8.6** The Tenderer will not submit any zero or negative prices/rates in this Tender, including Further Agreements.
- 3.8.7** The rate is fixed for the duration of the Framework Agreement and cannot be indexed.
- 3.8.8** The Tenderer will charge retrospectively based on actual DSA costs and specify DSA daily rates.

3.9 Tax-related requirements (for all lots)

- 3.9.1** The Tenderer indemnifies the Contracting Authority against any claims from the Dutch Tax and Customs Administration (Belastingdienst) or other tax authorities.
- 3.9.2** If the Tenderer indicates that no VAT is applicable, then he agrees to provide documentary proof of the grounds for this to the Contracting Authority within fifteen calendar days of the request to do so.

- 3.9.3** You are liable for any extra costs for Dutch and/or foreign VAT due if you incorrectly charge no VAT or an incorrect amount of VAT to the Contracting Authority. If applicable, you are liable for accurate payment of VAT in the Netherlands and outside the EU, with the exception of the case stipulated in the following sentence. If the Contracting Authority procures a service from a foreign business and Dutch tax law considers the work to have been performed in the Netherlands, then the Contracting Authority is liable for the payment of VAT to the Dutch Tax and Customs Administration for this/these service(s) performed in the Netherlands.
- 3.9.4** You guarantee that the amounts specified in the quotation are inclusive of all taxes and levies (including amounts considered equivalent to taxes or levies), regardless of their description and wherever in the world they may have been levied.
- 3.9.5** You indemnify the Contracting Authority against any claims from any tax authority for any taxes, levies or contributions considered equivalent to taxes or levies, originating from either the Netherlands or outside the Netherlands.
- 3.9.6** Given the nature of this assignment, which includes development cooperation that exclusively benefits a developing country, a VAT rate of 0% applies to the amount specified on the quotation provided the Contractor is established in the Netherlands and his organisation is registered as an entrepreneur for VAT purposes. For extra certainty in this matter, you can request a declaration of exemption from VAT from the tax inspector. More information on this matter can be found within the decree issued by the Ministry of Finance on 21 September 2015 (no. BLKB/2015/76M).
- 3.9.7** If you submit a statement from the tax inspector within 60 days of the award of the Contract that specifies that a different VAT rate applies, then the contract price will be increased to include the applicable VAT rate. You are liable for any costs (extra or otherwise) in the event that you incorrectly charge no VAT or an incorrect amount of VAT to the Contracting Authority.
- 3.9.8** It is not allowed to charge Netherlands VAT over this amount if the registered office of the Contractor is outside The Netherlands. Contractor pays the Netherlands VAT to the Netherlands tax authority.
- 3.9.9** If you believe that your work is being taxed simultaneously (in part or in full) in both the Netherlands and a foreign country (outside the EU), then you agree to provide evidence from the foreign tax authorities in question that prove VAT has been levied on one of the services/amounts substantiated by you in the quotation. You will provide this statement in English. If the statement from the foreign tax authorities is not in English, then you agree to provide a sworn translation of this statement, the costs of which will be borne by you.

3.10 Invoicing requirements (for all lots)

- 3.10.1** The payment schedule will be agreed upon in the Further Agreement.
- 3.10.2** You must include a summary of the actual days worked in accordance with the applicable rates.

For companies established in the Netherlands only

E-invoicing

The general terms and conditions that apply to this contract contain a provision that invoices must be sent electronically (not in pdf). This can be done in 3 different ways:

- The invoicing portal of the Dutch government
- E-invoicing with your own (accounting) software package through Peppol
- E-invoicing through a service provider

Would you like to know more about how you can send an e-invoice? More information can be found in the e-invoicing leaflet for the central government via the website of the e-invoicing Helpdesk: helpdesk-efactureren.nl.

For companies not established in the Netherlands

The paragraph concerning e-invoicing does not apply to companies located outside of the Netherlands. Non-Dutch companies can send their invoices in PDF format by email which will be made clear in the Further Agreement.

3.11 Travel policy requirements (for all lots)

1. CBI has the explicit policy of 'digital first' in order to reduce the environmental footprint of the project. As much as possible, coaching and training will be done from a distance via digital tools.
2. International flight tickets and hotel must be booked by the expert itself and can only be reimbursed if valid receipts are added to the invoice. (If applicable) costs of a CO2 compensation scheme per international flight ticket must be included.
3. Only economy class flight tickets will be reimbursed. This flight needs to be booked by Tenderer within one (1) month after written approval by CBI, unless otherwise agreed in writing between the parties.

4. Requirements concerning the Tenderer

4.1 Introduction

In this section, you can find the requirements set by the Tendering Authority to determine whether particular Tenderers are suitable to be awarded the Contract. For this purpose, Exclusion Grounds and Suitability Requirements have been set.

You can indicate whether or not the Exclusion Grounds apply to you and whether or not you are in compliance with the Suitability Requirements by completing the 'European Single Procurement Document'.

The 'European Single Procurement Document' is a PDF file that has been partially filled in for you. You must fill in the rest of the form, print it, legally sign it, scan it and submit it together with your Tender via TenderNed (see paragraph 7.3.15).

4.2 Exclusion Grounds

The following Exclusion Grounds are specified in the annex 01 'European Single Procurement Document':

- all Exclusion Grounds specified in Part III A and B;
- the Exclusion Grounds in Part III C of the 'European Single Procurement Document' that have been selected by the Tendering Authority by means of the tick boxes.

See section 7 for information on how to submit a Tender in collaboration with other organisations. This section specifies who must provide a completed and signed European Single Procurement Document during the process of submitting a Tender.

The evidence relating to the Exclusion Grounds does not have to be submitted together with the Tender: it is only required once the Tendering Authority requests it.

Please note: The process of applying for a GVA (certificate of conduct) can take several weeks.

For information on types of evidence, see Section 2.89 of the Public Procurement Act.

<http://wetten.overheid.nl/BWBR0032203/2016-07-01>

The evidence consists of:

1. Extract of Trade Register (no older than six (6) months (see §4.3), counted from the time of submission of the Tender).
2. 'Certificate of Conduct for procurement' ('Gedragsverklaring Aanbesteden' -no older than two (2) years, counted from the time of submission of the Tender).
3. Tax statement (no older than six (6) months, counted from the time of submission of the Tender).

Please refer to <https://ec.europa.eu/tools/ecertis/#/homePage>

eCertis is the information system that helps you identify different certificates requested in procurement procedures across the EU.

The Tendering Authority, to which a Tenderer submits data in order to prove that the exclusion grounds referred to in Article 2.86 or Article 2.87 of the Public Procurement Act do not apply to the Tenderer, also accepts data and documents from another Member State, from the country of origin of the Tenderer or from the country where the Tenderer is established, that serve an equivalent purpose or that show that the exclusion ground does not apply to Tenderer.

4.3 Suitability Requirements

The purpose of the Suitability Requirements is to assess whether the Tenderer is suitable to fulfil the Contract in the opinion of the Tendering Authority.

By signing the annex 01 'European Single Procurement Document' (which uses the term 'Selection Criteria' to refer to the Suitability Requirements), the Tenderer declares that he complies with the Suitability Requirements as specified in this subsection of the Tender document. These Suitability Requirements are further specified in the subsequent paragraphs in this section.

4.3.1 Financial and economic standing

By signing the 'European Single Procurement Document', the Tenderer declares:

- a. That he possesses sufficient financial and economic capacity to fulfil the contractual obligations.
- b. That the Tenderer is unaware of any possible claims against him that may compromise his organisation's financial-economic capacity or continuity, and that no investment is required during the Contract period that may have a similar compromising effect.
- c. That the Tenderer has a sufficient level of professional and/or statutory liability insurance for the fulfilment of the assignment and that in the event of the Contract being awarded to him, will remain sufficiently insured throughout the duration of the assignment(s).

Evidence (do not submit together with the Tender – only submit it when requested to do so):
Proof of the economic operator's economic and financial standing may, as a general rule, be furnished by one or more of the following references:

- a. appropriate statements from banks or, where appropriate, evidence of relevant professional risk indemnity insurance;
- b. the presentation of financial statements or extracts from the financial statements, where publication of financial statements is required under the law of the country in which the economic operator is established;
- c. a statement of the undertaking's overall turnover and, where appropriate, of turnover in the area covered by the contract for a maximum of the last three financial years available, depending on the date on which the undertaking was set up or the economic operator started trading, as far as the information on these turnovers is available.

If the data of the Tenderer's parent/holding company is used in relation to the aspect of financial-economic capacity, then the Tenderer must provide a statement from the parent/holding company that specifies that the parent/holding company unconditionally acts as a guarantor for the obligations to be undertaken by the subsidiary company and any debts arising from the Contract incurred by the subsidiary company. The statement by the parent/holding company must be signed by a legally authorised representative.

4.3.2 Reference data (technical qualifications)

The Tendering Authority has set the following core competences, with which the Tenderer must demonstrate experience relating to essential aspects of the assignment.

Core competences lot 1
1. Tenderer has experience with facilitating systemic change within consumer sectors, preferably the HT sector, in developing countries through public-private consensus-building, targeted coaching and research. 2. Tenderer has experience with advising private sector service providers in developing countries on implementing economically sustainable service delivery models.
Core competences lot 2
1. Tenderer has experience with advising public and private service providers within consumer sectors, preferably the HT sector, developing countries on implementing economically sustainable service delivery models. 2. Tenderer has experience with organising logistical matters for projects and with coordinating and implementing follow-up activities of these activities in the HT craft sector.
Core competences lot 3
1. Tenderer has experience with advising companies in developing countries within the chemical dyed segment within the HT craft sector on matters pertaining to product development, export management and environmental compliance.

2. Tenderer has experience with engaging stakeholders from across the HT craft sector, such as public institutions, private companies, and civil society organizations, to collaboratively drive systemic change and foster sustainable sector development.
Core competences lot 4
1. Tenderer has experience with advising companies in developing countries within the natural dyeing segment within the HT craft sector on matters pertaining to product development, export management and social compliance.
2. Tenderer has experience with engaging stakeholders from across the HT craft sector, such as public institutions, private companies, and civil society organizations, to collaboratively drive systemic change and foster sustainable sector development.
Core competences lot 5
1. Tenderer has experience with organizing logistics for projects for (semi)governmental organizations / donor organizations in Bangladesh in the HT craft sector.
2. Tenderer has experience with training and coaching in the HT craft sector.

By signing the 'European Single Procurement Document', the Tenderer declares that he has carried out at least one reference assignment for each of the core competences listed above that meets the following minimum requirements:

- A clear description of the reference assignment so the Tendering Authority can easily verify if the description meets the key competence.
- The subject of the reference assignment must be comparable to the core competence in question.
- The reference assignment must have been executed or completed within the three (3) years prior to the closing date for the submission of Tenders. If the Tenderer uses an assignment that is not yet fully complete, then only the completed results of the ongoing assignment can be submitted for reference purposes: projected results cannot be taken into consideration.
- The reference assignments must be signed by the referee (the client in question).

Use Annex 02 "Reference assignment" and fill out all the fields where information is asked for.

Assignments including one or more subcontractors can only be used as reference assignments if the subcontractor(s) in question will be involved in the fulfilment of the Contract and if the Tenderer can and will make use of the knowledge and experience of the subcontractor(s) in question during the fulfilment of the assignment.

Evidence: Annex 02 "Reference assignments" (Be aware: submit together with Tender)

You may not provide more than one (1) reference for each core competence. If a single reference testifies to multiple competences that comply with the applicable requirements, then you can use the same reference for these different core competences.

The reference(s) must be signed by the referee (the client in question).

If required, the Tendering Authority reserves the right to check the accuracy and completeness of the references and to contact one or more of the reference parties without the Tenderer's involvement or permission.

4.4 Professional/trade register extract

The Tendering Authority expects the Tenderer to be authorised to practise his trade. For this reason, the Tendering Authority reserves the right to ask the Tenderer to demonstrate that he is registered in the professional register or in the trade register referred to in Annex XI of EU Directive 2014/24/EU in accordance with the regulations applicable in the country in which he is established.

It is also vital that the signed documents included in the Tender have been signed by a legally authorised representative of the Tenderer. For this reason, the Tendering Authority can also ask the Tenderer who is awarded the contract to demonstrate the legal validity of the signature.

Evidence (do not submit together with the Tender – only submit when requested by the Tendering Authority).

In order to establish the legal validity of the signed statements, declarations and other evidence, it is vital that a recent and up-to-date (**maximum six (6) months old**, counted from the time of submission of the Tender) extract from the professional register or trade register is provided in compliance with the provisions stipulated in Section 2.98 of the Public Procurement Act. The extract must demonstrate the legal authorisation of the signatory.

If the signatory of the statements, declarations and other evidence is not featured on the extract, then authorisation of the signatory must be provided by one of the parties featured on the extract, in the form of a statement declaring that the signatory was authorised to legally bind the Tenderer at the time that he signed the documents.

In the event that the Tender involves a collaboration (consortium), then every member of this collaboration must provide the aforementioned evidence separately.

5. Award criteria and assessment

5.1 Introduction

This section concerns the award criteria. The Tenders are assessed based on the award criteria. Your response to the award criteria must be included in your Tender. In your response, you must take into account the requirements set in section 3.

The table below summarises the award criteria per lot.

Award criteria lot 1		Maximum points available
5.2.1	Knowledge, experience and competence	40
5.2.2	Expertise in ecosystem development for systemic change	40
5.4	Daily rate	20
Total		100

Award criteria lot 2		Maximum points available
5.2.3	Knowledge, experience and competence	40
5.2.4	Expertise in ecosystem development for systemic change	20
5.2.5	Expertise in service development	20
5.4	Daily rate	20
Total		100

Award criteria lot 3		Maximum points available
5.2.6	Knowledge, experience and competence	40
5.2.7	Expertise in business and environmental compliance coaching	20
5.2.8	Preferences related to EU craft HT market network	20
5.4	Daily rate	20
Total		100

Award criteria lot 4		Maximum points available
5.2.9	Knowledge, experience and competence	40
5.2.10	Expertise in business and natural dyeing coaching	20
5.2.11	Preferences related to EU craft HT market network	20
5.4	Daily rate	20
Total		100

Award criteria lot 5		Maximum points available
5.2.12	Knowledge, experience and competence	40
5.2.13	Expertise in business coaching	20
5.2.14	Arranging logistics in the Bangladeshi context	20
5.4	Daily rate	20
Total		100

Submission in response to the (sub) award criteria

- a. The maximum total points that can be obtained per lot is **100 points**.
- b. Per lot a maximum of **80 points** can be obtained for your response to the quality award criteria as described in 5.2.1 up to and including 5.2.2 (for lot 1), 5.2.3 up to and including 5.2.5 (for lot 2), 5.2.6 up to and including 5.2.8 (for lot 3), 5.2.9 up to and including 5.2.11 (for lot 4), and 5.2.12 up to and including 5.2.14 (for lot 5). **If the total score per lot of all quality award criteria does not meet 48 points, the Tenderer is excluded from further participation in the tendering process.**
- c. Assessment of the prices (daily rates) with a maximum of **20 points**.
- d. For each lot, the Tenderer must submit a separate proposal. It must be clear to which lot a document belongs. On every document the lot number and the name of the Tenderer must be present.
- e. Please use a separate document for every award criterion and use the mentioned format (annex) if asked for.
- f. Please note that if you refer to website content when elaborating on the sub-award criteria, this information will not be taken into account during the assessment. We therefore emphasize that all relevant information must be included in your response, within the maximum number of pages specified for each sub-award criterion. Extra added documents will also not be taken into account during the assessment.

5.2 Quality criteria

Lot 1: Systems Change Expert for Sustainable HT Craft Ecosystem Development

5.2.1 Knowledge, experience and competence

Assessment aspects (Maximum number of points available: 40)

In relation to this sub-award criterion, the Tenderer is requested to complete annex 06, 'Knowledge, Experience and Competence lot 1,' in order to demonstrate the extent to which the proposed expert's knowledge, experience, and competences meet the requirements of this assignment.

The completed annex 06 should not exceed twenty-one (21) A4 pages. Be aware: if you use more than twenty-one (21) pages, any pages beyond this limit will not be taken into account in the assessment and can affect the total number of points that may be awarded. Additionally, if you include a hyperlink to a website in your response, please be aware that the content of that website will not be considered as part of the assessment either.

Assessment basis

- There are five (5) minimum requirements that the proposed expert of the Tenderer must meet. The Tenderer may be awarded up to seven (7) points per requirement, depending on the degree to which the proposed expert fulfils the requirement and contributes added value to the CBI project. Please note: The Tenderer is requested to submit up to two (2) detailed project examples to substantiate compliance with the respective requirement and to demonstrate added value to the assignment for CBI. The submission of two (2) project examples does not automatically result in a higher score for a requirement compared to the submission of one (1) strong and detailed project example. The assessment will focus primarily on the quality and the added value demonstrated.
- Additionally, up to five (5) points may be awarded based on the overall experience, educational background, and any additional added value of the proposed expert. Accordingly, the Tenderer may be awarded a maximum of forty (40) points for its response to this sub-award criterion.

5.2.2 Expertise in ecosystem development for systemic change

Assessment aspects (Maximum number of points available: 40)

The Tenderer is requested to provide the following information for this sub-award criterion:

1. For each pathway, identify the key elements, topics, or issues (maximum of 3) that must be addressed to achieve the pathway's objectives. Explain why these elements are crucial for success. You are requested to illustrate your response with relevant examples from the expert's experience, such as best practices applied and key lessons learned in similar contexts.
2. Elaborate for one pathway what the potential solutions could be for the described issues and could be pursued in the project. For each solution, provide the following details:
 - a. Why is this solution relevant?
 - b. What type of partners are needed to implement this solution effectively?
 - c. What approaches could ensure the solution is locally owned and/or market-based?
3. Outline for the chosen pathway in step 2 the expert's proposed intervention strategy, including:
 - a. How would the expert based on his/her experience engage and motivate stakeholders from the Bangladeshi Home Textiles craft sector and the relevant ecosystem to collaborate and drive the change towards a more environmentally compliant sector?
 - b. How does the expert propose to scale the results of the pathway and ensuring its long-term sustainability? Additionally, how will the expert monitor progress towards achieving successful scaling?

Assessment basis

1. Identification and relevance of key elements per pathway

The response of the Tenderer will be assessed on the identification of up to three key issues per pathway, their relevance to the pathway's objectives, and supporting examples from the expert's experience. A maximum total score of ten (10) points may be awarded for the Tenderer's response to this component.

2. Solutions per pathway

The response of the Tenderer will be assessed on the proposed solutions for one pathway, including their rationale, partner selection, and implementation approach. A maximum total score of fifteen (15) points may be awarded for the Tenderer's response to this component.

3. Intervention strategy and stakeholder engagement

The response of the Tenderer will be assessed on the clarity, relevance, and feasibility of the proposed intervention strategy for the selected pathway, including how the expert plans to engage stakeholders to drive environmental compliance, and how results will be scaled, sustained, and monitored. A maximum total score of fifteen (15) points may be awarded for the Tenderer's response to this component.

Accordingly, the Tenderer may be awarded a maximum of forty (40) points for its response to this sub-award criterion.

Word limit: Your response for this sub-award criterion should not exceed 3000 words. Note: if your answer exceeds this limit, the extra words will not be considered in the assessment and can affect the total number of points that may be awarded. Additionally, if you include a hyperlink to a website in your response, please be aware that the content of that website will not be considered as part of the assessment either.

Lot 2: Local System Change Expert for Sustainable HT Craft Ecosystem Development

5.2.3 Knowledge, experience and competence

Assessment aspects (Maximum number of points available: 40)

In relation to this sub-award criterion, the Tenderer is requested to complete annex 07, 'Knowledge, Experience and Competence lot 2,' in order to demonstrate the extent to which the proposed expert's knowledge, experience, and competences meet the requirements of this assignment.

The completed annex 07 should not exceed twenty-one (21) A4 pages. Be aware: if you use more than twenty-one (21) pages, any pages beyond this limit will not be taken into account in the assessment and can affect the total number of points that may be awarded. Additionally, if you include a hyperlink to a website in your response, please be aware that the content of that website will not be considered as part of the assessment either.

Assessment basis

- There are five (5) minimum requirements that the proposed expert of the Tenderer must meet. The Tenderer may be awarded up to seven (7) points per requirement, depending on the degree to which the proposed expert fulfils the requirement and contributes added value to the CBI project. Please note: The Tenderer is requested to submit up to two (2) detailed project examples to substantiate compliance with the respective requirement and to demonstrate added value to the assignment for CBI. The submission of two (2) project examples does not automatically result in a higher score for a requirement compared to the submission of one (1) strong and detailed project example. The assessment will focus primarily on the quality and the added value demonstrated.
- Additionally, up to five (5) points may be awarded based on the overall experience, educational background, and any additional added value of the proposed expert. Accordingly, the Tenderer may be awarded a maximum of forty (40) points for its response to this sub-award criterion.

5.2.4 Expertise in ecosystem development for systemic change

Assessment aspects (Maximum number of points available: 20)

The Tenderer is requested to provide the following information for this sub-award criterion:

Explain how the proposed expert would mobilize and motivate stakeholders from across the Bangladeshi HT craft sector to collaborate and drive the change towards a more environmentally compliant sector. Focus on strategies that encourage collaboration, commitment, and active participation among stakeholders, ensuring sustained engagement and shared responsibility for environmentally sustainable growth.

Assessment basis

The response of the Tenderer will be assessed based on the extent to which the approach to mobilizing and motivating stakeholders across the sector, and the proposed engagement strategies, are clear, relevant, realistic, and complete. The Tenderer may be awarded a maximum of twenty (20) points for its response to this sub-award criterion.

Word limit: Your response for this sub-award criterium should not exceed 1500 words. Note: if your answer exceeds this limit, the extra words will not be considered in the assessment and can affect the total number of points that may be awarded. Additionally, if you include a hyperlink to a website in your response, please be aware that the content of that website will not be considered as part of the assessment either.

5.2.5 Expertise in service development

Assessment aspects (Maximum number of points available: 20)
The Tenderer is requested to provide the following information for this sub-award criterion: 1. Describe three (3) types of services that the proposed expert believes SMEs in Bangladesh's HT craft sector will need to successfully export environmentally compliant products. Explain why each type of service is important. 2. Explain concisely the proposed expert's approach to coaching providers of the above described three types of services in developing sustainable and scalable business service delivery models for SMEs in the Bangladesh's HT craft sector. Assessment basis 1. Three (3) types of services The response of the Tenderer will be assessed based on the extent to which the description of the three (3) types of services is clear, relevant, specific, and complete. A maximum total score of ten (10) points may be awarded for the Tenderer's response to this component. 2. Approach The response of Tenderer will be assessed based on the extent to which the approach of the proposed expert to coach service providers in developing sustainable and scalable business service delivery models for SMEs in this sector is clear, relevant, specific and complete. A maximum total score of ten (10) points may be awarded for the Tenderer's response to this component. Accordingly, the Tenderer may be awarded a maximum of twenty (20) points for its response to this sub-award criterion. Word limit: Your response for this sub-award criterium should not exceed 3000 words. Note: if your answer exceeds this limit, the extra words will not be considered in the assessment and can affect the total number of points that may be awarded. Additionally, if you include a hyperlink to a website in your response, please be aware that the content of that website will not be considered as part of the assessment either.

Lot 3: Sector expert for sustainable chemical dyeing ecosystem development, fostering development of environmental compliant business models, business coaching and market development

5.2.6 Knowledge, experience and competence

Assessment aspects (Maximum number of points available: 40)
In relation to this sub-award criterion, the Tenderer is requested to complete annex 08, 'Knowledge, Experience and Competence lot 3,' in order to demonstrate the extent to which the proposed expert's knowledge, experience, and competences meet the requirements of this assignment. The completed annex 08 should not exceed twenty-one (21) A4 pages. Be aware: if you use more than twenty-one (21) pages, any pages beyond this limit will not be taken into account in the assessment and can affect the total number of points that may be awarded. Additionally, if you include a hyperlink to a website in your response, please be aware that the content of that website will not be considered as part of the assessment either. Assessment basis • There are five (5) minimum requirements that the proposed expert of the Tenderer must meet. The Tenderer may be awarded up to seven (7) points per requirement, depending on the degree to which the proposed expert fulfils the requirement and contributes added value to

the CBI project. Please note: The Tenderer is requested to submit up to two (2) detailed project examples to substantiate compliance with the respective requirement and to demonstrate added value to the assignment for CBI. The submission of two (2) project examples does not automatically result in a higher score for a requirement compared to the submission of one (1) strong and detailed project example. The assessment will focus primarily on the quality and the added value demonstrated.

- Additionally, up to five (5) points may be awarded based on the overall experience, educational background, and any additional added value of the proposed expert. Accordingly, the Tenderer may be awarded a maximum of forty (40) points for its response to this sub-award criterion.

5.2.7 Expertise in business and environmental compliance coaching

Assessment aspects (Maximum number of points available: 20)

The Tenderer is requested to provide the following information for this sub-award criterion:

For pathway 1, identify the main issues, maximum of 4 (four), you anticipate the SMEs will encounter and which must be addressed to achieve the pathway's objectives regarding HT craft SMEs adopting environmentally compliant business models and successfully accessing EU markets with environmental compliance requirements. Explain why these elements are crucial for success and describe how you will support the SMEs to overcome these obstacles. You are requested to illustrate your response with relevant examples from the expert's experience, such as best practices applied and key lessons learned in similar contexts.

Assessment basis

The response of the Tenderer will be assessed on the extent to which the proposed expert's approach to coaching Bangladeshi HT craft-exporting SMEs in adopting environmentally compliant business models and accessing EU markets is clear, relevant, realistic, and complete. This includes the identification of key obstacles and the strategies proposed to overcome them.

The Tenderer may be awarded a maximum of twenty (20) points for its response to this sub-award criterion.

Word limit: Your response for this sub-award criterium should not exceed 3000 words. Note: if your answer exceeds this limit, the extra words will not be considered in the assessment and can affect the total number of points that may be awarded. Additionally, if you include a hyperlink to a website in your response, please be aware that the content of that website will not be considered as part of the assessment either.

5.2.8 Preferences related to EU craft HT market network

Assessment aspects (Maximum number of points available: 20)

The Tenderer is requested to provide the following information for this sub-award criterion:

Provide a description of proposed the expert's network in the various European sourcing markets for chemical dyed craft HT products and explain the proposed expert's strategy for engaging EU buyers in the project and outline the proposed expert's approach to effectively connecting exporting SMEs with potential EU buyers through successful matchmaking.

Assessment basis

The response of the Tenderer will be assessed on the extent to which the expert's network in relevant EU sourcing markets, the strategy to engage EU buyers, and the approach to SME-EU buyer matchmaking are clear, relevant, realistic and complete.

The Tenderer may be awarded a maximum of twenty (20) points for its response to this sub-award criterion.

Word limit: Your response for this sub-award criterium should not exceed 1500 words. Note: if your answer exceeds this limit, the extra words will not be considered in the assessment and can affect the total number of points that may be awarded. Additionally, if you include a hyperlink to a website in your response, please be aware that the content of that website will not be considered as part of the assessment either.

Lot 4: Sector expert natural dyeing processes of HT products for innovative solutions for and refinement of the natural dyeing processes within the HT ecosystem, ecosystem development, business coaching and market development

5.2.9 Knowledge, experience and competence

Assessment aspects (Maximum number of points available: 40)

In relation to this sub-award criterion, the Tenderer is requested to complete annex 09, 'Knowledge, Experience and Competence lot 4,' in order to demonstrate the extent to which the proposed expert's knowledge, experience, and competences meet the requirements of this assignment.

The completed annex 09 should not exceed twenty-one (21) A4 pages. Be aware: if you use more than twenty-one (21) pages, any pages beyond this limit will not be taken into account in the assessment and can affect the total number of points that may be awarded. Additionally, if you include a hyperlink to a website in your response, please be aware that the content of that website will not be considered as part of the assessment either.

Assessment basis

- There are five (5) minimum requirements that the proposed expert of the Tenderer must meet. The Tenderer may be awarded up to seven (7) points per requirement, depending on the degree to which the proposed expert fulfils the requirement and contributes added value to the CBI project. Please note: The Tenderer is requested to submit up to two (2) detailed project examples to substantiate compliance with the respective requirement and to demonstrate added value to the assignment for CBI. The submission of two (2) project examples does not automatically result in a higher score for a requirement compared to the submission of one (1) strong and detailed project example. The assessment will focus primarily on the quality and the added value demonstrated.
- Additionally, up to five (5) points may be awarded based on the overall experience, educational background, and any additional added value of the proposed expert. Accordingly, the Tenderer may be awarded a maximum of forty (40) points for its response to this sub-award criterion.

5.2.10 Expertise in business and natural dyeing coaching

Assessment aspects (Maximum number of points available: 20)

The Tenderer is requested to provide the following information for this sub-award criterion:

For pathway 2, identify the main issues, maximum of 4 (four), the proposed expert anticipates the SMEs will encounter and which must be addressed to achieve the pathway's objectives creating new and scaling of existing solutions for current obstacles in the natural dyeing process which limit the opportunities for HT craft SMEs in grasping opportunities on the EU market. Explain why these elements are crucial for success and describe how the proposed expert will support these SMEs to overcome these obstacles. You are requested to illustrate your response with relevant examples from the expert's experience, such as best practices applied and key lessons learned in similar contexts.

Assessment basis

The response of the Tenderer will be assessed on the extent to which the proposed expert's approach to coaching Bangladeshi HT craft-exporting SMEs in adopting business models based on natural dyeing methods and accessing EU markets is clear, relevant, realistic, and complete. This includes the identification of key obstacles and strategies to address them.

The Tenderer may be awarded a maximum of twenty (20) points for its response to this sub-award criterion.

Word limit: Your response for this sub-award criterium should not exceed 3000 words. Note: if your answer exceeds this limit, the extra words will not be considered in the assessment and can affect the total number of points that may be awarded. Additionally, if you include a hyperlink to a website in your response, please be aware that the content of that website will not be considered as part of the assessment either.

5.2.11 Preferences related to EU craft HT market network

Assessment aspects (Maximum number of points available: 20)

The Tenderer is requested to provide the following information for this sub-award criterion:

Provide a description of the proposed expert's network in the various European sourcing markets for natural dyed craft HT products and explain the proposed expert's strategy for engaging EU buyers in the project and outline the proposed expert's approach to effectively connecting exporting SMEs with potential EU buyers through successful matchmaking

Assessment basis

The response of the Tenderer will be assessed on the extent to which the expert's network in relevant EU sourcing markets, the strategy to engage EU buyers, and the approach to SME-EU buyer matchmaking are clear, relevant, realistic and complete.

The Tenderer may be awarded a maximum of twenty (20) points for its response to this sub-award criterion.

Word limit: Your response for this sub-award criterium should not exceed 1500 words. Note: if your answer exceeds this limit, the extra words will not be considered in the assessment and can affect the total number of points that may be awarded. Additionally, if you include a hyperlink to a website in your response, please be aware that the content of that website will not be considered as part of the assessment either.

Lot 5: Expert for local business coaching implementation

5.2.12 Knowledge, experience and competence

Assessment aspects (Maximum number of points available: 40)

In relation to this sub-award criterion, the Tenderer is requested to complete annex 10, 'Knowledge, Experience and Competence lot 5,' in order to demonstrate the extent to which the proposed expert's knowledge, experience, and competences meet the requirements of this assignment.

The completed annex 10 should not exceed fifteen (15) A4 pages. Be aware: if you use more than fifteen (15) pages, any pages beyond this limit will not be taken into account in the assessment and can affect the total number of points that may be awarded. Additionally, if you include a hyperlink to a website in your response, please be aware that the content of that website will not

be considered as part of the assessment either.

Assessment basis

- There are three (3) minimum requirements that the proposed expert of the Tenderer must meet. The Tenderer may be awarded up to ten (10) points per requirement, depending on the degree to which the proposed expert fulfils the requirement and contributes added value to the CBI project. Please note: The Tenderer is requested to submit up to two (2) detailed project examples to substantiate compliance with the respective requirement and to demonstrate added value to the assignment for CBI. The submission of two (2) project examples does not automatically result in a higher score for a requirement compared to the submission of one (1) strong and detailed project example. The assessment will focus primarily on the quality and the added value demonstrated.
- Additionally, up to ten (10) points may be awarded based on the overall experience, educational background, and any additional added value of the proposed expert. Accordingly, the Tenderer may be awarded a maximum of forty (40) points for its response to this sub-award criterion.

5.2.13 Expertise in business coaching

Assessment aspects (Maximum number of points available: 20)

The Tenderer is requested to provide the following information for this sub-award criterion:

Describe the proposed expert's approach to coaching a group of craft HT exporting SMEs in Bangladesh to adopt business models based on environmental compliance and/or the use of natural dyeing methods. Identify the main obstacles the proposed expert anticipates the SMEs will encounter, and describe how the proposed expert will support these SMEs to overcome these obstacles.

Assessment basis

The response of the Tenderer will be assessed on the extent to which the proposed expert's approach to coaching Bangladeshi HT craft-exporting SMEs to adopt environmentally compliant business models and/or natural dyeing methods is clear, relevant, realistic, and complete. This includes the identification of key obstacles and strategies to overcome them.

The Tenderer may be awarded a maximum of twenty (20) points for its response to this sub-award criterion.

Word limit: Your response for this sub-award criterion should not exceed 1500 words. Note: if your answer exceeds this limit, the extra words will not be considered in the assessment and can affect the total number of points that may be awarded. Additionally, if you include a hyperlink to a website in your response, please be aware that the content of that website will not be considered as part of the assessment either.

5.2.14 Arranging logistics in the Bangladeshi context

Assessment aspects (Maximum number of points available: 20)

The Tenderer is requested to provide the following information for this sub-award criterion:

1. Describe in a concise manner what kind of arrangements the proposed expert expects to have to make for this project and how the proposed expert will facilitate coordination of logistics.
2. Provide an example of a situation when the proposed expert successfully addressed logistical and organizational challenges for a donor organization in Bangladesh. Describe the proposed expert approach and highlight the critical factors that contributed to the proposed expert's success.

Assessment basis**1. Arrangements**

The response of the Tenderer will be assessed based on the extent to which the proposed expert's description of the expected arrangements and approach to facilitating logistical coordination is clear, relevant, realistic, and complete. A maximum total score of ten (10) points may be awarded for the Tenderer's response to this component.

2. Example of successfully managing challenges

The response of the Tenderer will be assessed based on the extent to which the proposed expert's approach, and the critical success factors in an example of how logistical and organizational challenges were addressed for a donor organisation or multinational company in Bangladesh, are clear, relevant, specific, and complete. A maximum total score of ten (10) points may be awarded for the Tenderer's response to this component.

Accordingly, the Tenderer may be awarded a maximum of twenty (20) points for its response to this sub-award criterion.

Word limit: Your response for this sub-award criterium should not exceed 2000 words. Note: if your answer exceeds this limit, the extra words will not be considered in the assessment and can affect the total number of points that may be awarded. Additionally, if you include a hyperlink to a website in your response, please be aware that the content of that website will not be considered as part of the assessment either.

5.3 Assessment method for qualitative award criteria

During the assessment, the assessment team will work in accordance with the following scale for the weighting of the quality criteria.

Quality of the response	Weighting percentage of the maximum points available per preference
Excellent, with great added value	100%
Very good, with some added value	90%
Good	80%
Ample	70%
Satisfactory	60%
Average	50%
Fair, not completely satisfactory	40%
Unsatisfactory	30%
Poor, insufficient	20%
Very poor, insufficient	10%
No response provided	Exclusion from the tender process

5.4 Assessment price (daily rates)

Please fill in annex 11 (daily rates) and add to TenderNed.

Daily rate lot 1: Systems Change Expert for Sustainable HT Craft Ecosystem Development

The Tenderer has the option to propose either an international expert or a national expert for lot 1. An international expert is defined as an expert who does not reside in Bangladesh. A national expert is defined as an expert who resides in Bangladesh.

- When proposing an **international expert**, the maximum daily rate for lot 1 is €750, excluding Dutch VAT and including all local foreign VAT and other fees and costs. Failure to comply with this requirement will result in your Tender being disqualified from the assessment process and therefore you are eliminated from contention.

Daily rate	Awarded Points
> € 750	Exclusion from the tender process
€ 741 up to and including € 750	0
€ 731 up to and including € 740	2
€ 721 up to and including € 730	4
€ 711 up to and including € 720	6
€ 701 up to and including € 710	8
€ 691 up to and including € 700	10
€ 681 up to and including € 690	12
€ 671 up to and including € 680	14
€ 661 up to and including € 670	16
€ 651 up to and including € 660	18
€ 650 and <€650	20

- When proposing a **national expert**, the maximum daily rate for lot 1 is €350, excluding Dutch VAT and including all local foreign VAT and other fees and costs. Failure to comply with this requirement will result in your Tender being disqualified from the assessment process and therefore you are eliminated from contention.

Daily rate	Awarded Points
> € 350	Exclusion from the tender process
€ 346 up to and including € 350	0
€ 341 up to and including € 345	2
€ 336 up to and including € 340	4
€ 331 up to and including € 335	6
€ 326 up to and including € 330	8
€ 321 up to and including € 325	10
€ 316 up to and including € 320	12
€ 311 up to and including € 315	14
€ 306 up to and including € 310	16
€ 301 up to and including € 305	18
€ 300 and <€300	20

Daily rate lot 2: Local System Change Expert for Sustainable HT Craft Ecosystem Development

The maximum daily rate for lot 2 is €350, excluding Dutch VAT and including all local foreign VAT and other fees and costs. Failure to comply with this requirement will result in your Tender being disqualified from the assessment process and therefore you are eliminated from contention.

Daily rate	Awarded Points
> € 350	Exclusion from the tender process
€ 346 up to and including € 350	0
€ 341 up to and including € 345	2
€ 336 up to and including € 340	4
€ 331 up to and including € 335	6

€ 326 up to and including € 330	8
€ 321 up to and including € 325	10
€ 316 up to and including € 320	12
€ 311 up to and including € 315	14
€ 306 up to and including € 310	16
€ 301 up to and including € 305	18
€ 300 and <€300	20

Daily rate lot 3: Sector expert for sustainable chemical dyeing ecosystem development, fostering development of environmental compliant business models, business coaching and market development

The Tenderer has the option to propose either an international expert or a national expert for lot 3. An international expert is defined as an expert who does not reside in Bangladesh. A national expert is defined as an expert who resides in Bangladesh.

- When proposing an **international expert**, the maximum daily rate for lot 3 is €750, excluding Dutch VAT and including all local foreign VAT and other fees and costs. Failure to comply with this requirement will result in your Tender being disqualified from the assessment process and therefore you are eliminated from contention.

Daily rate	Awarded Points
> € 750	<u>Exclusion from the tender process</u>
€ 741 up to and including € 750	0
€ 731 up to and including € 740	2
€ 721 up to and including € 730	4
€ 711 up to and including € 720	6
€ 701 up to and including € 710	8
€ 691 up to and including € 700	10
€ 681 up to and including € 690	12
€ 671 up to and including € 680	14
€ 661 up to and including € 670	16
€ 651 up to and including € 660	18
€ 650 and <€650	20

- When proposing a **national expert**, the maximum daily rate for lot 3 is €350, excluding Dutch VAT and including all local foreign VAT and other fees and costs. Failure to comply with this requirement will result in your Tender being disqualified from the assessment process and therefore you are eliminated from contention.

Daily rate	Awarded Points
> € 350	<u>Exclusion from the tender process</u>
€ 346 up to and including € 350	0
€ 341 up to and including € 345	2
€ 336 up to and including € 340	4
€ 331 up to and including € 335	6
€ 326 up to and including € 330	8
€ 321 up to and including € 325	10
€ 316 up to and including € 320	12
€ 311 up to and including € 315	14
€ 306 up to and including € 310	16
€ 301 up to and including € 305	18
€ 300 and <€300	20

Daily rate lot 4: Sector expert natural dyeing processes of HT products for innovative solutions for and refinement of the natural dyeing processes within the HT ecosystem, ecosystem development, business coaching and market development

The Tenderer has the option to propose either an international expert or a national expert for lot 4. An international expert is defined as an expert who does not reside in Bangladesh. A national expert is defined as an expert who resides in Bangladesh.

- When proposing an **international expert**, the maximum daily rate for lot 4 is €750, excluding Dutch VAT and including all local foreign VAT and other fees and costs. Failure to comply with this requirement will result in your Tender being disqualified from the assessment process and therefore you are eliminated from contention.

Daily rate	Awarded Points
> € 750	<u>Exclusion from the tender process</u>
€ 741 up to and including € 750	0
€ 731 up to and including € 740	2
€ 721 up to and including € 730	4
€ 711 up to and including € 720	6
€ 701 up to and including € 710	8
€ 691 up to and including € 700	10
€ 681 up to and including € 690	12
€ 671 up to and including € 680	14
€ 661 up to and including € 670	16
€ 651 up to and including € 660	18
€ 650 and <€650	20

- When proposing a **national expert**, the maximum daily rate for lot 4 is €350, excluding Dutch VAT and including all local foreign VAT and other fees and costs. Failure to comply with this requirement will result in your Tender being disqualified from the assessment process and therefore you are eliminated from contention.

Daily rate lot 5: Expert for local business coaching implementation

The maximum daily rate for lot 5 is €350, excluding Dutch VAT and including all local foreign VAT and other fees and costs. Failure to comply with this requirement will result in your Tender being disqualified from the assessment process and therefore you are eliminated from contention.

Daily rate	Awarded Points
> € 350	<u>Exclusion from the tender process</u>
€ 346 up to and including € 350	0
€ 341 up to and including € 345	2
€ 336 up to and including € 340	4
€ 331 up to and including € 335	6
€ 326 up to and including € 330	8
€ 321 up to and including € 325	10
€ 316 up to and including € 320	12
€ 311 up to and including € 315	14
€ 306 up to and including € 310	16
€ 301 up to and including € 305	18
€ 300 and <€300	20

6. Assessment of the Tender

6.1 Assessment of the Tender's completeness and legal validity

The Tender will be assessed according to the following procedure. The Tendering Authority will check whether:

1. all required documents have been provided (see the checklist in the subsection 'Structure and content of the Tender' in section 7);
2. the information is correct and complete, and no adjustments have been made to the documents provided by the Tendering Authority;
3. no provisos have been made by the Tenderer (e.g. specifying that the Tenderer's own terms and conditions apply);
4. the 'European Single Procurement Document' has been completed in full and has been legally signed.

In the event that the aforementioned requirements have not been complied with, the Tender will be excluded from assessment and further participation in the tendering process, unless rectification is permitted within the boundaries of public procurement legislation.

6.2 Assessment of requirements relating to the assignment

Subsequently, the Tender's compliance with the requirements to the assignment (see section 3) will be assessed. Any Tender that does not comply, will be excluded from further participation in the tendering process.

6.3 Assessment of award criteria relating to the assignment

Subsequently, all Tenders not excluded from the tendering process, will be assessed according to the award criteria stipulated in section 5. An assessment committee will assess the award criteria. The assessment committee consists of 3 expert assessors. First, the assessors will assess your written responses on the qualitative award criteria individually. Hereafter the assessment committee will determine a final score by consensus per award criterion, during a plenary meeting.

The assessment of the award criteria consists of 3 steps.

1. Your written responses on the qualitative award criteria are assessed.
A maximum of **80 points** can be obtained for your responses to these award criteria.
Tenderers who do not meet the **minimum number of points of 48** on these criteria are set aside and are excluded from further participation in the tendering process and will not be further assessed on the prices/rates.
2. Assessment of the prices/rates with a maximum of **20 points**. If the daily rate is higher than the maximum daily rate per expert per lot, the Tender is set aside and excluded from further participation in the tendering process.
3. The total score (written responses + price) will be determined. The maximum total points that can be obtained is **100 points**.

6.4 Determination of definitive total score

The Contract will be awarded according to the principle of the Most Economically Advantageous Tender. The Most Economically Advantageous Tender is the Tender that achieves the highest definitive total score for quality award criteria and price.

The Tenderer's definitive total score will be rounded to one decimal place. No scores will be rounded off until the moment that this definitive total score is determined. If two or more Tenderers have an equal definitive total score that would result in the Tendering Authority having to award the Contract to more parties than is desired, then the Tendering Authority will award the Contract to the Tenderer with the highest final score for: sub-criterion 5.2.1 for lot 1; sub-criterion 5.2.3 for lot 2; sub-criterion 5.2.6 for lot 3, sub-criterion 5.2.9 for lot 4; and sub-criterion 5.2.12 for lot 5. In the event that the highest scoring Tenderers also achieve an equal score for this sub-criterion, then determination of the Tenderer to which the Contract will be awarded will be made by drawing lots.

6.5 Assessment of evidence

At the moment that the Tenderer legally signs the 'European Single Procurement Document' and submits the Tender, the Tenderer is not (yet) required to provide any evidence, unless expressly asked to do so in this Tender document.

By signing the 'European Single Procurement Document' and submitting his Tender, the Tenderer agrees that at a later date, the Tendering Authority is entitled to request that the winning Tenderer provides the required evidence.

Upon awarding the Contract, the Tendering Authority will only request evidence from the winning Tenderer. The Tendering Authority is entitled to request this evidence at an earlier stage and from all Tenderers if it believes such a course of action is necessary to facilitate the progress of the tendering process.

The evidence must demonstrate that the Tenderer indeed complies with the content of both the 'European Single Procurement Document' and the Tender. Following the Tendering Authority's request to provide the evidence, the Tenderer has 15 (fifteen) calendar days to hand over the required evidence. If the Tendering Authority does not agree with the content and/or validity of one or more of the pieces of evidence provided by the winning Tenderer, then this could result in the winning Tenderer being excluded from further participation in the process. In such a case, the Tendering Authority will inform every Tenderer of this situation. The Tendering Authority will then determine the next Most Economically Advantageous Tender. The score of the Tenderer that has just been excluded will be removed. The calculations will then be carried out once more and a new ranking will be created. The award process will then be conducted again.

In the event a winning Tenderer does not qualify for the definitive award of the Contract, then all Tenderers will be notified of this and the consequences thereof concerning the award of the contract.

7. Submission procedure for Tenders

7.1 Statement of agreement

By submitting a Tender, including the 'European Single Procurement Document', the Tenderer explicitly consents to all requirements and conditions stipulated in this Tender document and the Memorandum of Information and declares that he will continue to comply therewith throughout the entirety of the contract period. Furthermore, the Tenderer confirms that he will comply with all of the specified prices and rates, including any agreed indexation. Failing to comply with one or more requirements will result in his Tender being disqualified from the assessment process and therefore excluded from the tendering process.

7.2 Schedule

See schedule in subsection 1.4.

7.3 General procedure

This tendering process will be carried out in compliance with the Public Procurement Act. In this case, the 'open procedure' was selected. An announcement thereof was published on www.tenderned.nl and on Tender European Daily (TED).

In the event that a Tender is not submitted in accordance with the provisions and regulations stipulated in this section, the Tendering Authority can set aside the Tender and exclude the Tenderer from further participation in this tender procedure.

7.3.1 Communication

All communication relating to this tender procedure will be conducted via TenderNed (www.tenderned.nl), unless otherwise specified.

Once you have indicated your interest in this invitation to tender on TenderNed, you can send and receive messages about this tender process via 'My Tenders'. Any questions concerning the tender process can be sent to the Tendering Authority's contact person via TenderNed.

You will receive messages via TenderNed. Via your personal TenderNed settings, you can turn on automatic notifications, including notifications to your private email address. It is your responsibility to ensure that these emails are not blocked by your email provider's security system.

If the communication cannot be conducted via TenderNed, you can contact the following contact person(s): jessica.scheffers@rvo.nl and cc to Accountteam01@rvo.nl.

Attempts to directly contact parties other than the contact person(s) stated above in relation to this tender process are prohibited.

If you have any functional or technical questions regarding TenderNed, you can contact the TenderNed service desk on weekdays between 08:30 and 17:00 CET on 0800-8363376 or +31 70 379 88 99 via servicedesk@tenderned.nl. You can also consult [TenderNed voor ondernemingen | TenderNed](#) or [TenderNed for foreign businesses | TenderNed](#).

7.3.2 eHerkenning

All TenderNed users affiliated with a *Dutch* company registered with the Dutch Chamber of Commerce are obliged to log in and register using eHerkenning.

This obligation does not apply to companies not registered in the Netherlands.

Visit [eHerkenning gebruiken voor TenderNed | TenderNed](#) for more information about eHerkenning, including the terms and conditions. You are responsible for any consequences arising from the failure to register with eHerkenning in a timely manner.

7.3.3 Questions and additional information/changes

During the procedure, you have the opportunity to ask questions. Ask your questions as soon as possible. All questions will be answered anonymously. The Tendering Authority can answer your questions via TenderNed in two ways:

- Via one or more Memoranda of Information.
- By means of the TenderNed 'Questions and Answers' facility.

The deadline for submission of your questions is specified in the schedule (see section 1.3). In any event, all questions asked will be answered at least 10 days prior to the deadline for submission of the Tender.

Submitting a question to the Tendering Authority

Questions are to be asked via TenderNed. See [Vragen stellen in aanbesteding aan aanbestedende dienst | TenderNed](#) or [English | TenderNed](#).

All questions and answers will be published anonymously for all interested parties to view. If you have a compelling reason why you do not wish your question (and its answer) to be revealed to the other interested parties, then tick the 'Answer Individually' box. However, the Tendering Authority will decide whether or not to process your question individually.

Answers from the Tendering Authority

The Memoranda of Information are an integral part of this Tender document. The Tendering Authority assumes that all sections for which no questions have been asked have been clearly and fully understood.

7.3.4 Validity period and submission of Tender

The Tender must be valid for at least four (4) months after the deadline for submitting the Tenders. In the event that an application for a preliminary injunction is filed with the competent court in The Hague against the award decision, then the Tenderers must in any event ensure that their Tenders are valid until four weeks subsequent to the initial decision by the court.

7.3.5 Variants on Tender

Upon submitting a Tender in accordance with the Tender document, the Tenderer is not permitted to submit a variant of this Tender.

7.3.6 Costs of submitting a Tender

The Tendering Authority will not reimburse any Tenderers for any costs resulting from the drafting and submitting of a Tender, including any further information requested of the Tenderer.

Any costs or damage that (may) arise as a result of not awarding this Tender are for the account and risk of the Tenderer.

7.3.7 Termination of tendering process

Until the moment that the Contract is signed, the Tendering Authority reserves the right to partially, fully, temporarily or permanently terminate the tendering process. In such cases, Tenderers will not be entitled to receive compensation for any costs incurred by them in connection with this Tender, unless the Contracting Authority is of the opinion that a (small) contribution to the tender costs is appropriate in view of the circumstances.

7.3.8 Order of precedence of documents

In the event of inconsistencies between the Tender document and the Memorandum of Information, the Memorandum of Information takes precedence.

In the event that there are multiple Memoranda of Information, then the provisions in the most recent Memorandum of Information takes precedence in the event of inconsistencies between the different Memoranda.

7.3.9 Information about the Tenderer's obligations

The Tenderer must take into account his obligations relating to environmental, social and

employment law in compliance with article 2.81 paragraph 2 of the Public Procurement Act.

Information on obligations resulting from Dutch legal provisions with regard to taxes, environmental protection, occupational health and safety and terms of employment that will be applicable to the Tenderer's activities throughout the Contract period is available from the following sources:

- Information on taxes: the Dutch Tax and Customs Administration: (www.belastingdienst.nl).
- Provisions concerning environmental protection: the Ministry of Infrastructure and Water Management (www.rijksoverheid.nl).
- Provisions pertaining to occupational health and safety and terms of employment: the Ministry of Social Affairs and Employment: (www.rijksoverheid.nl).

7.3.10 Guide Information security and Privacy for suppliers

Protecting information and personal data is the top priority for the Ministry of Economic Affairs. That requires significant effort from our own employees, but also from our suppliers. You can read more about it in this concise guide.

[Suppliers guide Information Security and Privacy EZK](#)

7.3.11 Inconsistencies and objections

If the Tenderer is of the opinion that the documents contain inconsistencies, errors or matters that are unclear or if the Tenderer has any objections, then the Tenderer must report this to the contact person in writing, including substantiation.

7.3.12 Complaints procedure

If a Tenderer disputes a response given by the Tendering Authority to a question, request, comment or objection from the Tenderer, or if the Tenderer receives no response, then he can submit a complaint. More detailed information on this matter can be found in the 'Complaints Procedure' annex.

7.3.13 Dispute resolution

In addition to the provisions in the 'Complaints Procedure' subsection, any dispute arising from this tendering process can be presented to the Public Procurement Experts Committee (www.commissievanaanbestedingsexperts.nl) and/or to the competent court in The Hague. Dutch law applies exclusively to such proceedings.

7.3.14 Submission of the Tender

The deadline (date and time) for submission of Tenders is stipulated in the 'Time schedule' (1.3).

- In order to submit a Tender, you must register with TenderNed. One or more registered users must be connected and authorised to submit the Tender via TenderNed on behalf of your company.

The Tendering Authority advises that you start the TenderNed registration process immediately rather than postponing it until the tendering period is coming to a close. Upon registering your organisation, you must add your tender via TenderNed's announcements platform.

- For more information on registering and establishing your organisation with TenderNed and digital submission of your Tender, visit TenderNed gebruiken als ondernemer | TenderNed or TenderNed for foreign businesses | TenderNed.
- Only Tenders that have been submitted to the digital safe for this invitation to tender either prior to or on the day of the deadline (prior to the time of the deadline) will be processed by the Tendering Authority.
- The time and date as displayed on the digital countdown clock in TenderNed serves as the definitive deadline for the submission of Tenders.
- The Tendering Authority is only able to see the Tenders once the digital safe opens in TenderNed. This safe can only be opened upon expiry of the deadline for the submission of Tenders.
- In the event you have technical issues or questions regarding submission of your Tender via TenderNed, you can contact the TenderNed service desk via servicedesk@tenderned.nl or +31 (0)70-3798899. If you believe that the TenderNed service desk is taking too long to answer your question or comment, then you can contact your contact person within the Tendering Authority.

- Any risks resulting from late submission of the Tender and/or submission of an incomplete Tender is borne by the Tenderer.
- The Tendering Authority is neither responsible nor liable for any consequences resulting from a Tender that is submitted too late, incorrectly or incompletely.

The Tendering Authority will treat confidential information provided by the Tenderer with due care.

7.3.15 Structure and content of the Tender

The Tender must be submitted entirely via TenderNed and the 'European Single Procurement Document' must be legally signed.

You can use the following checklist during the submission of your quotation.

Subject	Description	Action required from tenderer
Annex 01	European Single Procurement Document*	Fill in, legally sign and add to TenderNed
Annex 02	Reference assignments (paragraph 4.3.2 Reference data (technical qualifications)	Fill in, print it and have the references signed by the referee and add to TenderNed
Award criteria	Provide your response per award criterion per lot. Use separate documents for each award criterion and start each item on a new page in the same document. Also provide: annex 06 "Qualifications and experience for Lot 1" as part of award criteria 5.2.1; annex 07 "Qualifications and experience for Lot 2" as part of award criteria 5.2.3; annex 08 "Qualifications and experience for Lot 3" as part of award criteria 5.2.6; annex 09 "Qualifications and experience for Lot 4" as part of award criteria 5.2.9; annex 10 "Qualifications and experience for Lot 5" as part of award criteria 5.2.12.	Complete, fill in and add to TenderNed
Annex 11	Daily rates	Fill in, print it, have it duly signed and add to TenderNed

* See Subsection 7.3.17 in the event your Tender is submitted in collaboration with other companies.

7.3.16 Legally binding signature

A legally binding signature means that a document has been signed by a duly authorized representative.

If it is recorded in the professional or company register that two or more persons only have joint powers of representation, then the documents requiring a legally binding signature must be signed by those two or more persons. If any restrictions are in place regarding the authorization to represent the organization, then these must be taken into account.

Where a legally binding signature is required, the Contracting Authority accepts either an original handwritten signature, or the qualified electronic signature within the meaning of article 3: 15a of the Civil Code (or EU Regulation no. 910/2014, article 3, part 12).

Please note: it is not possible to sign the European Single Procurement Document with a qualified electronic signature immediately. You can provide the ESPD with a handwritten signature or you must make a digital PDF printout of the PDF form, after which the qualified electronic signature can be placed on this digital PDF printout.

The lack of a legally binding signature in principle will lead to exclusion from the tendering procedure. In that case, however, you will be given one single opportunity to correct it within 48 hours.

7.3.17 Submission of a Tender in collaboration with other organisations

If you cannot carry out the assignment independently, you can set up a collaboration with other organisations.

There are two ways in which you can submit a Tender in collaboration:

- 1) As a consortium in which each member of the consortium is jointly and severally liable for the fulfilment of the obligations arising from the Tender as well as the fulfilment of the Contract.
- 2) In a principal contractor-subcontractor structure in which the Contractor is liable for the fulfilment of all obligations, including the obligations that will be subcontracted.

Tendering as a consortium

If a Tender is submitted by a consortium, then:

- Every member of the consortium must fill in and legally sign a separate 'European Single Procurement Document', which also includes a specification of who the consortium members are (see Part II of the 'European Single Procurement Document'). Indicate the role each member plays within the consortium. In the 'European Single Procurement Document', you must indicate who is in charge of the consortium (who is lead manager) and will act as its authorised representative.
- All organisations in the consortium accept joint and several liability for the fulfilment of the obligations arising from the Tender and the eventual fulfilment of the Contract. If a consortium member relies upon the capacity of another entity in order to demonstrate compliance with the applicable Suitability Requirements (see section 4 of this document), then the subcontractor(s) in question must also complete a separate 'European Single Procurement Document', filling in parts II A, II B, III and IV and legally sign it (see the information under II C in the ESPD).
- Every member of the consortium, for their part, must provide the evidence requested for the Tender.

Submitting a Tender as a principal contractor together with subcontractors

If a Tender is submitted by a principal contractor that does not rely upon the capacity of any subcontractors, then only the principal contractor is required to complete and legally sign Part II D of the 'European Single Procurement Document'.

If the principal contractor does rely on the capacity of subcontractors in order to demonstrate compliance with the applicable Suitability Requirements, (see section 4 of this document), then the subcontractor(s) in question must also complete a separate 'European Single Procurement Document', filling in parts II A, II B, III and IV and legally sign it (see the information under II C in the ESPD).

The subcontractor on whose capacity the principal contractor *does* rely must provide the evidence requested for the Tender.

The principal contractor is fully liable for the fulfilment of the obligations arising from the Tender as well as the fulfilment of the contract (if awarded). In addition, the principal contractor is liable for the fulfilment of the obligations for which he has hired the subcontractor(s).

All completed and legally signed 'European Single Procurement Document' forms must be added to the Tender.

7.3.18 Single Tender

All legal entities (under which self-employed professionals without staff (known in Dutch as zelfstandige zonder personeel, zzp'er) and organisations may only submit a single Tender (either individually or in combination with other legal entities and/or organisations).

Tenderers who are mutually connected via a relationship of dependence (group link) are permitted to participate separately in this tendering procedure. However, this is on the express condition that they participate as competitors in this tendering process. For this purpose, they must demonstrate that their mutual relationship has not influenced their behaviour within the scope of this tendering procedure nor has it restricted fair competition.

By submitting a Tender, the Tenderer in question agrees to this condition.

The Tendering Authority does not consider submission of a Tender for multiple lots to constitute submission of multiple Tenders.

7.3.19 Violation of the fundamental principles of procurement law and restriction of fair competition

Any Tenderer whose actions violate a fundamental principle of procurement law (such as the equality principle), the result of which restricts or could restrict fair competition, will be excluded from this tendering procedure. This is also the case if the violation or the restriction of fair competition only comes to light after the announcement of the award of the Contract to all Tenderers. Prior to making the decision to exclude the Tenderer in question, the Tendering Authority will notify the Tenderer of this intention, at which point the Tenderer will be given the opportunity to demonstrate to the Tendering Authority that no violation of a fundamental principle of procurement law or restriction of fair competition has taken place.

By submitting this Tender, the Tenderer declares his awareness that actions contravening any fundamental principle of procurement law can result in the aforementioned consequences. The Tendering Authority can use all resources available to him in order to identify any violation of the fundamental principles of procurement law or the restriction of fair competition. A judicial decision will not be a necessary requirement in such cases.

7.3.20 Communication and language

During the tendering process, communication with the Tendering Authority must be conducted in Dutch or English.

The Tender must be submitted in English.

Additional documents (such as informational materials etc.) can also be provided in Dutch or English.

During the fulfilment of the contract, communication must be conducted in Dutch or English.

7.3.21 General terms and conditions

The applicability of any of the Tenderer's general terms and conditions concerning delivery, payment and/or any other matters is explicitly excluded. The General Government Terms and Conditions apply to the Contract.

7.3.22 Contract conditions

The draft Contract, draft Data processing Agreement and the corresponding General Government Terms and Conditions are included in the annexes. The Tenderers have the opportunity to ask questions, make comments and propose textual amendments.

The Tendering Authority is free to accept or reject the proposed textual amendments. The Tendering Authority will indicate whether or not the proposals have been accepted or rejected in the Memorandum of Information. By submitting the Tender, the Tenderer declares his consent to the (possibly amended) Contract. Only the definitive Contract will apply during the execution of the assignment.

7.3.23 Explanation and verification of the Tender

The Tendering Authority can request that the Tenderer explains his Tender in greater detail and/or provide substantiating documents. The Tendering Authority is entitled – although not obliged – to check the accuracy of all data and statements submitted within the scope of the Tender.

7.3.24 Request for supplementary information concerning the Tender

The Tendering Authority can ask Tenderers to provide supplementary information and/or clarification of their Tender.

7.3.25 Announcement of the award of the Contract

All Tenderers will receive a message simultaneously that announces the award of the Contract and substantiates its decision. All Tenderers are entitled to request further information regarding this decision from the Tendering Authority.

Standstill period

All Tenderers and stakeholders who dispute the award of the Contract and/or the verbal/written substantiation thereof can apply for a preliminary injunction at the competent civil court in The Hague. The summons must be served within 20 calendar days subsequent to the sending of the digital notifications concerning the award of the Contract. Upon expiry of this period, no more applications for a preliminary injunction can be submitted. In the event a Tenderer applies for a preliminary injunction, we kindly request that you send a copy of the summons to the Tendering Authority.

On the grounds of Section 2.129 of the Public Procurement Act the award of the Contract does not yet mean the Tenderer's Tender has been accepted. For the 20 calendar days subsequent to the sending of the digital notification of the award of the Contract, the Tendering Authority is not permitted to definitively award the assignment by concluding the Contract.

If a preliminary injunction is applied for during these 20 calendar days, then a waiting period will be required pending a judgement in the preliminary injunction proceedings. The judgement will serve as the basis for further decision making by the Tendering Authority.

If preliminary injunction proceedings are brought against the award of the Contract, then the Tendering Authority will notify the Tenderer of this fact. The Tenderer must ensure that his Tender remains valid for at least four weeks subsequent to the judgement in the preliminary injunction proceedings.

Interest in relation to the judgement

Tenderers who have an interest in the judgement in these preliminary injunction proceedings can only engage in these proceedings by means of intervention or joinder. The Tenderer cannot initiate separate proceedings or other judicial proceedings.

7.4 Further Agreements within the Contract

A further agreement within a framework contract is referred to as a Further Agreement. A Further Agreement states the specific Services to which it relates and its duration, within the scope of this tendering process.

Annexes

The following annexes constitute an integral part of this Tender Document. These annexes were published together with the Tender Document.

- Annex 01: European Single Procurement Document
- Annex 02: Reference assignments
- Annex 03a: Draft Framework Agreement
- Annex 03b: Draft Standby Agreement
- Annex 03c: Draft Data processing Agreement
- Annex 04: ARVODI-2018
- Annex 05: Complaints Procedure
- Annex 06: Qualifications and experience Lot 1
- Annex 07: Qualifications and experience Lot 2
- Annex 08: Qualifications and experience Lot 3
- Annex 09: Qualifications and experience Lot 4
- Annex 10: Qualifications and experience Lot 5
- Annex 11: Daily rates