

## **Contracting authority: MUNICIPALITY OF THESSALONIKI**

The Mediterranean as an innovative, integral and unique destination for Slow Tourism initiatives

### **Med Pearls**

Financed by the ENI CBC Med Programme

### **Guidelines for sub-grant applicants for ICT solutions development**

Reference: MEDPEARLS-2022-GREECE-01

Deadline for submission of application: 16/06/2022

*These guidelines set out the rules for the submission, selection and implementation of the actions financed under this call, in conformity with the ENI CBC MED Programme rules, which are applicable to the present call (available at <http://www.enicbcmmed.eu/home>)*

# 1. INTRODUCTION

## 1.1. BACKGROUND

### a) About the Med Pearls project

Tourism is a key driver for the development of local economies in the Mediterranean, directly contributing to 7.7 million jobs and indirectly to 20 by 2012 (according to the Joint Operational Programme SWOT analysis of the ENI CBC MED Programme). Projections are really promising, especially in fields like ecotourism or other forms of sustainable tourism. The outstanding variety and richness of cultural & natural assets throughout the region is a competitive advantage compared to other destinations.

Nevertheless, some barriers are undermining the possibilities of utilizing its full potential and of increasing its contribution to local development in a sustainable way. The mainstream model deployed so far relies too much on 'sun & beach' offer, characterised by being large-scale & low-cost, with a lack of innovation, diversification & reinvestment of profits into local economies, while causing high environmental pressures. The situation is worsening because of a demand shift caused by political instability and the serious current global downturn in the tourism demand due to the COVID-19 pandemic.

To address these challenges, Med Pearls' approach proposes an alternative model based on 4 pillars to reposition the area as a quality destination for Slow Tourism (ST):

- i) Deseasonalization (taking advantage of the exceptional weather conditions);
- ii) Diversification (developing new tourist products & experiences for niches & new segments based on Slow Tourism and valorising the rich existing heritage);
- iii) **Innovation (introducing ICT & digitalisation to bolster the most promising tourist product ideas coming from local MSMEs);**
- iv) Local economy development (by supporting Slow Tourism, around 66% of the trip costs from packages remain in local destinations (as estimated by the ATTA 2014 Snapshot), thus at local stakeholders, while in mass tourism packages up to 80% of travellers' expenditures go to airlines, hotels or other international companies, according to UNEP).

For more than 2 years now, Med Pearls has been working towards the integration of the Mediterranean diversity into a top quality & single brand for Slow Tourism: "*Breathing Land*", guaranteeing similar experiences to visitors based on regions' values & lifestyle.

In order to foster the socio-economic regeneration of the tourism sector after the COVID crisis across the cooperation area, Med Pearls has been favouring slow tourism initiatives that support the sector in the short term (domestic travel) and the long term (international travel); since the recovery of international travel may take longer.

Based on the above, the Med Pearls overall objective is to internationally position the Mediterranean as an integral destination of quality and excellence for Slow Tourism by accelerating innovative initiatives built from public & private cooperation.

Med Pearls project is co-financed by the European Union under the European Neighbourhood Instrument cross-border cooperation program "Mediterranean Sea Basin" 2014-2020 (ENI CBC MED). It started on 1st September 2019 and has a duration of 36 months (until 31st August 2022<sup>1</sup>). It counts on an overall budget of 3.015.132 EUR, which are co-financed at a 90% rate by the ENI CBC Med program.

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<sup>1</sup> New end date of the project foreseen to be extended to April 2023

It includes the following project partners:

- Lead Beneficiary: Spain: Catalan Tourist Board
- Project partner 1: Egypt: Confederation of Egyptian European Business Associations
- Project partner 2: Greece: Municipality of Thessaloniki
- Project partner 3: Jordan: Discovery Travel & Tourism LLC
- Project partner 4: Italy: APS Mediterranean Pearls
- Project partner 5: Palestine: Palestine information & communications technology incubator
- Project partner 6: Palestine: Palestine Wildlife Society
- Project partner 7: Egypt: Alexandria Chamber

More information is available at: <http://www.enicbcmmed.eu/projects/med-pearls>

#### **b) About the Med Pearls Slow Tourism 'Innovation Development Facility'**

A major goal of the Med Pearls project is to **set up a network of up to 26 Slow Tourism products** across the 6 project countries.

Following the launching of the Call for Proposals 'Slow Tourism Product Creation' in 2021, the Med Pearls project selected and awarded financial and technical support to 20 Incoming Travel Agencies (aka. Destination Management Companies or DMCs).

These products all over the Mediterranean which share similar characteristics are currently being developed following the Slow Tourism spirit and offering equivalent experiences in the different countries, although fully adapted to each local context. Thus, the Mediterranean region will become a unique platform to enjoy Slow Tourism experiences for international visitors looking for genuine tourism experiences at a reduced pace.



*Figure 1 – Pilot areas where the Slow Tourism Products are being developed*

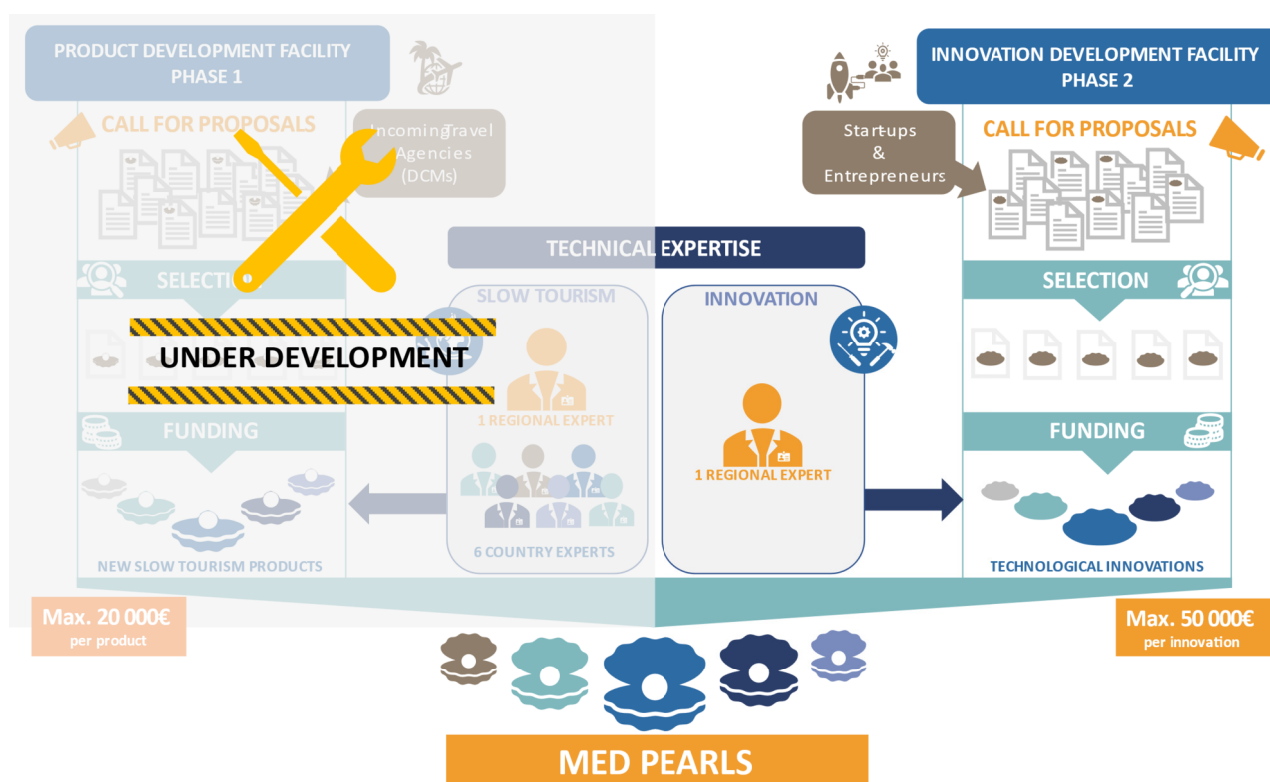
These products are being created in the following pilot areas:

- 3 pilot areas in Catalonia, Spain: Ribera d'Ebre + Anoia + Garrigues
- 2 pilot areas in Thessaloniki, Greece: Imathia Veria + Olympos Pieria
- 2 pilot areas in Jordan: Al Salt + Jordan Valley
- 2 pilot areas in Italy: Etna-Alcantara + Sabina-Reatina
- 2 pilot areas in Palestine: Jenin + Bethlehem
- 2 pilot areas in Egypt: El-Montazah + Lakes Mariout and Edku

Following the spirit of the Med Pearls project, **these new Slow Tourism Products should be enhanced with innovative and creative solutions based on ICT technologies.** Thus, solutions coming from ICT start-ups, entrepreneurs or companies from the eligible areas of the Mediterranean region are invited to submit their own ideas to **make the Med Pearls tourism experience much more exciting, professional and competitive in the international markets.**

To integrate the ICT solutions into the newly developed products, the Med Pearls project is offering **a combined support to awarded proposals:**

- **Sub-grants:** Financial assistance to finance the eligible expenditure related to the ICT solutions creation, development and testing process.
- **Technical expertise in designing ICT solutions relevant for the Slow Tourism products and pilot areas:** an expert in ICT technologies applied to the tourism industry will be assigned by the project to the awarded candidates to mentor them in the conceptualisation, implementation and testing phase of the most relevant solutions for the new offer of tourism experiences / products. The expert will give regional coherence and consistency to the different solutions provided.



*Figure 2 – Types of support offered by the Med Pearls project to sub-grantees*

## 1.2. OBJECTIVES OF THE CALL FOR PROPOSALS FOR SUB-GRANTS

This **Call for Proposals** is open to Micro, small & medium-sized enterprises (MSMEs, including start-ups & entrepreneurs) working in the field of ICT solutions.

The **Objective** of the Call for Proposals is the creation of innovative ICT solutions adapted to the Slow Tourism products which are currently being developed in the Med Pearls pilot areas from the 6 project countries.

### BOX 1: What is a Slow Tourism Product?

As defined by UNWTO, a Tourism Product is "a combination of tangible and intangible elements, such as natural, cultural and man-made resources, attractions, facilities, services and activities around a specific center of interest which represents the core of the destination marketing mix and creates an overall visitor experience including emotional aspects for the potential customers. A tourism product is priced and sold through distribution channels and it has a life-cycle".

In the case of the type of products proposed by Med Pearls, these must be aligned with the following definition of Slow Tourism:

"Sensitizes demand and supply of ethical values, allows to get possession of time again, relieves anxiety and stress caused by hectic paces, allows the guests to be back in tune with themselves and whatever surrounds them, creates a new form of awareness thanks to a deeper and involving experience and thus emphasizes sustainability, responsibility and eco-friendliness"  
(Dall'Aglio et al. (2011) . SLOW TOURISM Valorisation and promotion of slow tourist itineraries between Italy and Slovenia)

**BOX 2. What is an ICT solution applied to a Slow Tourism product?** The Med Pearls project performed an ICT needs assessment among the Travel Agencies awarded with subgrants and the following areas of ICT solutions have been considered as priorities:

#### 1. GAMIFICATION

To complement and support the enjoyment of the Slow Tourism products with educational and ludic ICT solutions.

#### 2. VIRTUAL REALITY – AUGMENTED REALITY

To enabling travellers to discover the destinations in a deeper or different way both during the trip but also from their own home when preparing their trips.

#### 3. DIGITAL BOOKLETS / ONLINE TOURISM GUIDES / GEOLOCATION SOLUTIONS

To make key information of the destinations easier to access by tourists, including geolocation data.

To design and plan trips based on travellers' preferences.

#### 4. PROMOTIONAL TOOLS

To support local business to have more visibility and make it easier for visitors to purchase the services and products they offer.

**More information** can be found in the **Annex G:" Overview of the Slow Tourism Products in GREECE"** and on: <https://www.enicbcmmed.eu/med-pearls-call-proposals-ict-solutions-applied-slow-tourism>

### **1.3. FINANCIAL ALLOCATION**

The overall indicative amount made available under this call for sub-grant proposals is **EUR 50.000,00€**. The contracting authority responsible for the Call reserves the right not to award all available funds.

#### Size of sub-grants

The maximum grant amount that an applicant can request under this call for proposals is **EUR 25.000,00 €**

**The sub-grant shall take the form of reimbursement of costs.**

**It is expected that 2 grants per country will be awarded.**

## 2. RULES FOR THIS CALL FOR SUB-GRANT PROPOSALS

These guidelines set out the rules for the submission, selection and implementation of the actions financed under this call, in conformity with the programme rules of the ENI CBC Med programme, which is applicable to the present call (available on the internet at this address <http://www.enicbcmmed.eu/>).

### 2.1. ELIGIBILITY CRITERIA

There are three sets of eligibility criteria, relating to:

(1) the actors:

- The '**applicant**', i.e. the entity submitting the application form (2.1.1),

(2) the activities:

- Type of activities for which the sub-grant may be awarded (2.1.2);

(3) the costs:

- Forms of financing and types of cost that may be taken into account in setting the amount of the grant (2.1.3).

#### 2.1.1 Eligibility of applicants

##### Applicant

(1) In order to be eligible for a grant, the applicant must:

- be a legal entity **and**
- be a legally constituted MSME<sup>2</sup> working in the field of ICT solutions<sup>3</sup> **and**
- comply with any specific requirements at national level as stated by ENI Programme<sup>4</sup> **and**
- be established in one of the ENI CBC MED programme's eligible and adjoining territories within one of the Med Pearls project partner countries<sup>5</sup> **and**
- be directly responsible for the preparation and management of the action, not acting as an intermediary **and**
- not be recipient of State Aid through other grants or financing support from national governments or the European Union in excess of 200.000 euro over a period of three years. In this regard, a *De minimis declaration* is to be signed and submitted by applicants from an EU Member State, Egypt or Jordan as per Annex E.

(2) Applicants are informed that, should they be in one of the situations of early detection or exclusion according to article 52.2.vi of the ENI CBC Implementing Rules<sup>6</sup>, personal details (name, given name if natural person, address, legal form and name and given name of the

<sup>2</sup> [MSME definition by the European Commission](#)

<sup>3</sup> Previous works on the field of ICT solutions must be included in the relevant section of the Application Form.

<sup>4</sup> [https://www.enicbcmmed.eu/sites/default/files/DMCS/UPDATED\\_ANNEX\\_1\\_DMCS\\_par.%204.1.3%20specific%20procedures%20to%20be%20ensured%20at%20national%20level\\_29\\_10\\_2020.pdf](https://www.enicbcmmed.eu/sites/default/files/DMCS/UPDATED_ANNEX_1_DMCS_par.%204.1.3%20specific%20procedures%20to%20be%20ensured%20at%20national%20level_29_10_2020.pdf)

<sup>5</sup> <https://www.enicbcmmed.eu/about-us/cooperation-area>

<sup>6</sup> EC Regulation 897/2014

persons with powers of representation, decision-making or control, if legal person) may be registered in the early detection and exclusion system, and communicated to the persons and entities concerned in relation to the award or the execution of a grant contract.

In the declaration included in the sub-grant application form, the applicant must declare it is not in any of these situations.

If awarded the sub-grant, after the signature of the sub-grant contract, the applicant will become the sub-grantee who is the main interlocutor of the contracting authority awarding the sub-grant. It coordinates the design and implementation of the action.

### **2.1.2 Eligible actions: actions for which an application may be made**

#### Definition

An action is composed of a set of activities.

#### Duration

The proposed actions are expected to be completed **within a maximum period of 5 months**.

#### Sectors or themes

The main theme addressed by this action is the creation of ICT solutions applied to the Med Pearls Slow Tourism products being created in GREEK pilot areas.

Each final ICT solution will need to be related at least to one of the new tourist products created in GREECE included in Annex G:" Overview of the Slow Tourism Products in GREECE"

#### Location

Actions must take place in one of the ENI CBC MED programme's eligible and adjoining territories within one of the Med Pearls project partner countries<sup>7</sup> and the ICT solution must refer at least to **one of the pilot of areas of GREECE**. (Annex H: Local Action Plan of the Pilot Areas in GREECE)

#### Types of action

Development of an ICT solution applied to at least one of the new tourist products included in Annex G:" Overview of the Slow Tourism Products in GREECE"

The sub-grant may not be used to finance actions which have already been completed. Financed activities cannot commence prior to the award of the sub-grant.

#### Types of activity

The only eligible activity to be financed under this call is the: **development of an ICT solution applied to any of the Med Pearls Slow Tourism products created in GREECE**.

#### Final output expected

At the end of the implementation period, the sub-grantee must compulsorily deliver **one ICT solution applied to at least to one of the Med Pearls Slow Tourism products of GREECE, already tested in the concerned territories, and ready to be used by final target users**.

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<sup>7</sup> <https://www.enicbcmmed.eu/about-us/cooperation-area>

Outputs not reaching a level of quality compatible with final user use, will be requested to be amended or the cost could be considered ineligible.<sup>8</sup>

The ICT solution must be in line with the priorities previously defined (see **BOX 2: What is an ICT solution applied to a Slow Tourism product?**) and adapted to complement any of the Slow Tourism products described under Annex G: Overview of the Slow Tourism Products in GREECE.

#### Number of applications and grants per applicant:

- The applicant **may submit more than 1 application** under this call for proposals.
- The applicant **may not be awarded more than 1 sub-grant** under this call for proposals.

#### Visibility

The applicants must take all necessary steps to publicise the fact that the ENI CBC MED Programme has financed the action. As far as possible, actions that are wholly or partially funded by the European Union must incorporate information and communication activities designed to raise the awareness of specific or general audiences of the reasons for the action and the EU support for the action in the country or region concerned, as well as the results and the impact of this support.

Applicants must comply with the Intellectual property rights requirements, visibility objectives and priorities of the EU-financed actions (see the [Communication and Visibility Manual for ENIC CBC Med Programme](#)).

Particularly important is that applicants must ensure that any pre-existing rights included in the results of the action are free of claims from creators or any other third parties, and that the Med Pearls project and European Union has the right to use these pre-existing rights. Applicants must keep evidence that they own, or have the right to use, all the pre-existing rights included in the results, except for those owned or licensed by the European Union.<sup>9</sup>

### **2.1.3 Eligibility of costs: costs that can be included**

The sub-grant shall take the form of **reimbursement of costs**.

Only eligible costs can be covered by the sub-grant. The categories of costs that are eligible and non-eligible are indicated below. The budget is both a cost estimate and an overall ceiling for eligible costs.

#### Eligible direct costs

To be eligible under this call for proposals, costs must comply with the provisions of Articles 3 and 9 of the sub-grant contract.

The applicants agree that the expenditure verification(s) referred to in Articles 6, 10, 11 of the sub-grant contract will be carried out by the auditor contracted by the contracting authority.

The applicant will use the Annex B "Budget" to provide a detailed budget based on unit costs covering the following eligible costs which have been identified by the contracting authority:

1. **Human resources:** total number of man-days expected to be needed to develop the ICT solution.

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<sup>8</sup> The technical expertise team described in 1.1 will provide guidance to the sub-grant beneficiaries during implementation to clarify doubts or issues in this regard.

<sup>9</sup> More information concerning ownership (title and intellectual and industrial property rights) and use of the results of the action can be found in Annex F – Draft Subgrant Contract (Article 16).

The applicant will refer to chapter 7 of the ENI CBC Med programme's Implementation Manual on financial management for further details of eligible costs and supporting documents for expenditure verification.<sup>10</sup>

The evaluation committee and the contracting authority shall decide whether to accept the proposed amounts or number of units on the basis of the provisional budget submitted by the applicants, by analysing factual data of similar actions managed or supervised in the past, or other verifiable sources (e.g. quotes from suppliers). For this purpose, clarifications and additional supporting documents to explain the amounts or number of units may be requested to the applicant. The evaluation committee may also decide to request a correction in the budget if any of the amounts seems unjustified or not aligned with fair market prices.

#### Ineligible costs

The following costs are not eligible:

- debts and debt service charges (interest);
- provisions for losses or potential future liabilities;
- costs declared by the applicants and financed by another action or work programme receiving a European Union grant;
- purchases of land or buildings;
- currency exchange losses;
- duties, taxes and charges, including VAT, except when non-recoverable under the relevant national tax legislation unless otherwise provided in appropriate provisions negotiated with partner countries, as per the provisions of the related Financing Agreement<sup>11</sup>;
- loans to third parties,
- fines, penalties and expenses of litigation;
- contributions in kind<sup>12</sup>.

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<sup>10</sup> Chapter 7, Financial Management, of the programme's project implementation manual can be accessed online <http://www.enicbcmmed.eu/projects/support-to-implementation>

<sup>11</sup> For details on VAT and tax provisions set in Financing Agreements (FA), the potential applicants may refer to the specific national provisions.

<sup>12</sup> Contributions in kind mean the provision of goods or services to beneficiaries free of charge by a third party. As contributions in kind do not involve any expenditure for beneficiaries, they are not eligible costs and cannot be included in the budget.

## **2.1.4 Ethic clauses and Code of Conduct**

### a) Absence of conflict of interest

The applicant must not be affected by any conflict of interest and must have no equivalent relation in that respect with other applicants or parties involved in the actions. Any attempt by an applicant to obtain confidential information, enter into unlawful agreements with competitors or influence the evaluation committee or the contracting authority during the process of examining, clarifying, evaluating and comparing applications will lead to the rejection of its application and may result in administrative penalties.

### b) Respect for human rights as well as environmental legislation and core labour standards

The applicant and its staff must comply with human rights. In particular and in accordance with the applicable act, applicants who have been awarded contracts must comply with the environmental legislation including multilateral environmental agreements, and with the core labour standards as applicable and as defined in the relevant International Labour Organisation conventions (such as the conventions on freedom of association and collective bargaining; elimination of forced and compulsory labour; abolition of child labour).

#### **Zero tolerance for sexual exploitation and sexual abuse:**

The European Commission applies a policy of 'zero tolerance' in relation to all wrongful conduct which has an impact on the professional credibility of the applicant.

Physical abuse or punishment, or threats of physical abuse, sexual abuse or exploitation, harassment and verbal abuse, as well as other forms of intimidation shall be prohibited.

### c) Anti-corruption and anti-bribery

The applicant shall comply with all applicable laws and regulations and codes relating to anti-bribery and anti-corruption. The contracting authority and the programme bodies reserve the right to suspend or cancel the sub-project financing if corrupt practices of any kind are discovered at any stage of the award process or during the execution of a sub-grant contract. For the purposes of this provision, 'corrupt practices' are the offer of a bribe, gift, gratuity or commission to any person as an inducement or reward for performing or refraining from any act relating to the award of a contract or execution of a contract already concluded.

### d) Breach of obligations, irregularities or fraud

The contracting authority and the programme bodies reserve the right to suspend or cancel the procedure, where the award procedure proves to have been subject to breach of obligations, irregularities or fraud. If breach of obligations, irregularities or fraud are discovered after the award of the contract, the contracting authority may refrain from concluding the contract.

## **2.2 HOW TO APPLY AND THE PROCEDURES TO FOLLOW**

### **2.2.1 Applications**

Applicants are invited to submit an application using the model of application form annexed to these guidelines (Annex A). Applicants must apply in **ENGLISH**.

Applicants have to complete the full application form carefully and as clearly as possible so that it can be assessed properly. Any error related to the points listed in the checklist of the sub-grant application form or any major inconsistency may lead to the rejection of the application.

Clarifications will only be requested when information provided is unclear and thus prevents the contracting authority from conducting an objective assessment.

**Hand-written applications, either scanned as digital documents or sent via postal services, will not be accepted.**

Only the application form and the published annexes which have to be filled in will be evaluated. It is therefore of utmost importance that these documents contain ALL the relevant information concerning the action.

With the application (Annex A) the applicant also has to submit:

- the budget (Annex B)
- Completed organisation data forms (Annex C, D & E) with the supporting relevant documents (the statutes or articles of association of the applicant, register of company, Official Gazette, VAT Registration, etc.)

No additional annexes should be sent.

### **2.2.2 Where and how to send applications**

The application form and the annexes must be submitted uploading them onto the online tool set up for this purpose Med Pearls ONCAT (<https://medpearls.oncat.eu>).

**Applicants must verify that their application is complete using the checklist included in Annex A Sub-grant application form. Incomplete applications may be rejected.**

### **2.2.3 Deadline for submission of full applications**

**The deadline for submission of the application is 16 of June of 2022 at 6 pm CEST**

Any application submitted after the deadline will be rejected.

### **2.2.4 Further information about full applications**

Questions may be submitted no later than 21 days before the deadline for the submission of applications through the specific contact form that can be found on the specific Call for Proposals section at the ONCAT platform: <https://medpearls.oncat.eu>.

The contracting authority has no obligation to provide clarifications to questions received after this date. Replies will be given no later than 11 days before the deadline for the submission of full applications.

To ensure equal treatment of applicants, the contracting authority cannot give a prior opinion on the eligibility of the applicants or an action.

No individual replies will be given to questions. All questions and answers as well as other important notices to applicants during the course of the evaluation procedure, will be published both on the website <https://medpearls.oncat.eu> and <http://www.enicbcmmed.eu/projects/med-pearls> as the need arises. It is therefore advisable to consult the abovementioned websites regularly in order to be informed of the questions and answers published.

## 2.3 EVALUATION AND SELECTION OF APPLICATIONS

Applications will be examined and evaluated by an evaluation committee composed by 5 members:

- 1 member of the Contracting Authority;
- 3 members from 3 of the Med Pearls Project Partners **and**
- 1 member either from the Med Pearls Project Partners or from the Advisory Group of the Med Pearls Project.

All applications will be assessed according to the following steps and criteria.

Should the examination of the application reveal that the proposed action does not meet the eligibility criteria stated in Section 2.1, the application will be rejected on this sole basis.

### (1) STEP 1: OPENING & ADMINISTRATIVE CHECKS

During the opening and administrative check, the following will be assessed:

- If the deadline has been met. Otherwise, the application will be automatically rejected.
- If the application satisfies all the criteria specified in the checklist in the sub-grant application form. This includes also an assessment of the eligibility of the action. If any of the requested information is missing or is incorrect, the application may be rejected on that sole basis and the application will not be evaluated further.

### (2) STEP 2: VERIFICATION OF ELIGIBILITY OF THE APPLICANTS

The eligibility verification will be performed on the basis of the supporting documents submitted along with the application form (Annex A and Annexes C to E).

- The declaration by the applicant will be cross-checked with the supporting documents provided by the applicant. Any missing supporting document or any incoherence between the declaration by the applicant and the supporting documents may lead to the rejection of the application on that sole basis.
- The eligibility of applicants will be verified according to the criteria set out in Section 2.1.

Only applications from applicants compliant with eligibility requirements will be consider for evaluation (STEP 3).

### (3) STEP 3: EVALUATION OF THE APPLICATION

The applications that pass the opening and administrative checks, and the verification of eligibility of the applicants will be further evaluated on their quality, including the proposed budget (Annex B) and capacity of the applicants. They will be evaluated using the evaluation criteria in the evaluation grid below.

The evaluation criteria help to evaluate the quality of the applications in relation to the objectives set forth in the guidelines, and to award sub-grants to the initiatives which maximise the overall effectiveness of the call for proposals. They help to select applications which the contracting authority can be confident will comply with its objectives and priorities. They cover the relevance of the action, its consistency with the objectives of the call for proposals, quality, expected impact, sustainability and cost-effectiveness. Attention will also be given to evaluate the professional competencies and qualifications required to successfully complete the proposed action.

*Scoring:*

The **maximum score possible is 10 points** and the evaluation grid is divided into sections and sub-sections. **Each sub-section will be given a score between 0 and a maximum score**, being: 0 = weak; maximum score = very good.

In order to be eligible for funding **the application must score at least an overall scoring of 7 points**. Applications scoring under this threshold shall be discarded.

## Evaluation grid

CRITERIA	MAXIMUM SCORE
<p style="text-align: center;"><b>Relevance of the ICT solution to be developed</b></p> <ul style="list-style-type: none"> <li><b>How relevant is the proposal to the objective of the call for proposals? Up to 1 point</b></li> <li><b>How clearly defined is the co-design process with the stakeholders of the territory? (Meaning the number of stakeholders consulted or to be consulted to consider their needs (other travel agencies<sup>13</sup>, visitors, service providers, public sector from the pilot area, local organisations, etc.). Maximum score: 1 point according to the following options:</b> <p><b>0,25 points</b> if it commits to involve the views/needs of 1 stakeholder</p> <p><b>0,50 points</b> if it commits to involve the views/needs of 2 stakeholders</p> <p><b>0,75 points</b> if it commits to involve the views/needs of 3 stakeholders</p> <p><b>1 point</b> if it commits to involve the views/needs of 4 or more stakeholders</p> </li> <li><b>The solution includes elements aimed at valuing the natural assets and cultural assets (tangible and intangible) of the pilot area (see reference documentation on the pilot area). Maximum sub-score: 1 point according to the following options:</b> <p><b>0,25 points</b> if it gives relevance to 1 element of the pilot area natural or cultural assets (tangible or intangible)</p> <p><b>0,50 points</b> if it gives relevance to 2 elements of the pilot area natural or cultural assets (tangible or intangible)</p> <p><b>0,75 points</b> if it gives relevance to 3 elements of the pilot area natural or cultural assets (tangible or intangible)</p> <p><b>1 point</b> if it gives relevance to more than 3 elements of the pilot area natural or cultural assets (tangible or intangible)</p> </li> <li><b>Does the ICT solution offers an added value when it comes to sustainable tourism practices? (recommendations on environment, protection of</b></li> </ul>	<b>3.5</b>

<sup>13</sup> The Travel Agency developing the main Tourism Product inspiring the ICT solution do not count as it is a compulsory requirement.

<p><i>heritage and species, local communities and products, sustainable mobility options, calculation CO2 emissions, recycling stations, public transport information, etc.)</i></p> <p><b>0,25 point</b> if it gives relevance to one sustainable tourism practice</p> <p><b>0.5 point</b> if it gives relevance to 2 or more sustainable tourism practices</p>	
<p style="text-align: center;"><b>Relevance of the project team</b></p> <ol style="list-style-type: none"> <li>1. How many solutions with a similar or higher complexity to the one proposed has the team assigned to the project previously developed? (0,25 per solution up to 1 point).</li> <li>2. How many years of experience has the team leader of the project in ICT solutions development of the issues to be addressed? (0,10 per year up to 1 point)</li> </ol>	<b>2</b>
<p style="text-align: center;"><b>Sustainability</b></p> <ol style="list-style-type: none"> <li>1. Financial sustainability of the ICT solution: e.g. sources of revenue for covering all future operating and maintenance costs after the end of Med Pearls project. (Up to 1 point).</li> <li>2. Social sustainability – the solution takes into account the needs of people with different abilities (accessible tourism) or other social issues. (Up to 1 point).</li> <li>3. Replicability: could the solution be adapted, extended, and/or replicated in different territories or to complement other tourism products of the same area or other areas/countries? (Up to 0.5 point).</li> </ol>	<b>2.5</b>
<p style="text-align: center;"><b>Cost-effectiveness</b></p> <ol style="list-style-type: none"> <li>1. Adequacy of the budget to the complexity of the proposal for the creation of the solution. Is the ratio between the estimated costs and the expected results satisfactory? (Up to 1 point).</li> <li>2. Proposed timeline: adequacy of the proposed planning. Assessment of the work plan, phases and schedule realistic and efficient compared to the complexity of the proposal (Up to 1 point).</li> </ol>	<b>2</b>
<b>TOTAL</b>	<b>10 pts</b>

After the evaluation, a table will be drawn up listing the applications ranked according to their score.

The highest scoring applications will be provisionally selected until the available budget for this call for proposals is reached. In addition, a reserve list will be drawn up following the same criteria. This list will be used if more funds become available during the validity period of the reserve list.

In case two or more proposals obtain the same final evaluation score, the one having the highest score under the "Relevance of the action" criterion will be selected for funding. If the tie persists, the same approach will be followed comparing the highest score under "Sustainability"; then "Cost-effectiveness" and finally "Relevance of the project team" until the tie is broken. If the tie continues with the application of the above rules, the selected proposal will be drawn by lot.

Any other eventuality concerning the evaluation and award process will be assessed by the Evaluation Committee who will agree on a final decision on a case-by-case basis.

## **2.4 NOTIFICATION OF THE CONTRACTING AUTHORITY'S DECISION**

### **2.4.1 Content of the decision**

The applicants will be informed in writing of the contracting authority's decision concerning their application and, if rejected, the reasons for the negative decision. An applicant believing that it has been harmed by an error or irregularity during the award process may lodge a complaint.

### **2.4.2 Indicative timetable**

	DATE	TIME
<b>1. Online Information meeting</b>	To be announced at: <a href="http://www.enicbcmmed.eu/projects/med-pearls">http://www.enicbcmmed.eu/projects/med-pearls</a>	
<b>2. Deadline for requesting any clarifications from the contracting authority</b>	26/05/2022	6h pm CEST
<b>3. Last date on which clarifications are issued by the contracting authority</b>	05/06/2022	-
<b>4. Deadline for submission of applications</b>	16/06/2022	6h pm CEST
<b>5. Information to applicants on the evaluation</b>	16/07/2022	-
<b>6. Notification of award</b>	29/07/2022	-

This indicative timetable refers to provisional dates and may be updated by the contracting authority during the procedure. In such cases, the updated timetable will be published on the project web site:

<http://www.enicbcmmed.eu/projects/med-pearls>

## 2.5 CONDITIONS FOR IMPLEMENTATION AFTER THE CONTRACTING AUTHORITY'S DECISION TO AWARD A GRANT

Following the decision to award a sub-grant, the sub-grantee will be offered a contract based on the standard sub-grant contract (see Annex F of these guidelines).

By signing the application form (Annex A of these guidelines), the applicants agree, if awarded a sub-grant, to accept the contractual conditions of the standard sub-grant contract.

During the 5 months following the award of the sub-grants, projects will be further developed and they will have a **mid-term evaluation on progression after 3 months of implementation**.

At this mid-term evaluation point, applicants are expected **to present a MVP<sup>14</sup> (Minimum Viable Product)** that can be tested by the Evaluation Committee (with the same composition of the Evaluation Committee awarding the sub-grant) and the Regional Technical Expert<sup>15</sup>.

The objective of these evaluation events is two-tiered:

- On one hand, it is used to **provide feedback** to the sub-grantees on the products being developed in order to modify the necessary features.
- On the other hand, if the **interim outputs meet the expected quality**, the sub-grantees will be paid an **interim payment of 40% of their grant contract** amount after this first evaluation step.

For the Interim Evaluation is expected that the sub-grantees will also present:

- Timesheets of the team up to date.
- An updated Timeline to finalise the Solution for months 4 and 5.

In the event that outputs provided during the mid-term evaluation need major amendments to be aligned with the requirements of this Call or in the case of no progress, the Evaluation Committee and Technical Expert team may request corrective measures to the sub-grantee and reserve the right to withhold the interim payment.

Likewise, if the Final ICT solution provided at the end of the implementation period is not aligned with the requirements stated in this Call for Proposals or does not reach a level of quality compatible with its use by final users, an amendment will be requested as a condition to get the final payment and the contracting authority reserves the right to withhold a part or the total of the funds that are due.

The final payment of 60% of the grant contract would be released after a positive final assessment of the final product which should be ready to be used by final users with no glitches and no bugs; along with the expenditure verification checks of the costs declared.

Any other eventuality concerning the evaluation of final products, timeframes and payments authorisation will be assessed by the Evaluation Committee and Technical Expert team who will agree on a final decision on a case-by-case basis.

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<sup>14</sup> If the solution involves AR or VR, at this point, demos should be ready for testing

<sup>15</sup> See Figure 2

### **3. LIST OF ANNEXES**

#### **DOCUMENTS TO BE COMPLETED**

Annex A: Sub-grant application form (Word format)

Annex B: Budget (Excel format)

Annex C: Private Body Legal entity sheet<sup>16</sup>

Annex D: Financial identification form<sup>17</sup>

Annex E: De Minimis declaration (only for applicants from an EU Member State, Egypt or Jordan).

#### **DOCUMENTS FOR FURTHER INFORMATION**

Annex F: Draft Sub-grant Contract

Annex G: Overview of the Slow Tourism Products in GREECE

Annex H: Local Action Plan of the Pilot Areas in GREECE

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<sup>16</sup> Legal entity sheet duly completed and signed by the applicant accompanied by the justifying documents requested there.

<sup>17</sup> A financial identification form of the applicant conforming to the model attached to these guidelines, certified by the bank to which the payments will be made. This bank should be located in the country where the applicant is established.