

Procurement specifications regarding the
development of the **Rural Power Pack**

of the European project **Vital Rural Area**
in the framework of the Interreg IVB North Sea
Programme

leadpartner NOFA
represented by the Municipality of Dantumadiel
Hynstebloem 4
9104 BR DAMWÂLD
The Netherlands

www.vitalruralarea.eu

postal address project management

Mr Jan Walburg
Smaragdstoep 21
NL-9403 SE ASSEN
The Netherlands
tel.: 0031 592 406570
fax: 0031 592 406055
e-mail: walburg@vitalruralarea.eu
skype: bureau.walburg

1. Vital Rural Area

Vital Rural Area (short: Vital) is an European co-operation project of 13 project partners from six North Sea countries in the framework of the Interreg IVB North Sea Programme. Leadpartner is NOFA, the co-operation between the Dutch Municipalities of Achtkarspelen, Dantumadiel, Dongeradeel and Kollumerland c.a. in the Province of Fryslân. The project is supported and advised by a scientific group.

The project tries to find transnational strategies to fortify regional areas and addresses, therefore, in three content-related and strongly inter-connected workpackages (WPs) three major themes connected to regional development:

- **empowerment of SMEs:** towards new economical prospects and innovations
- **branding of the regions:** towards a professional exposure of regions
- **optimizing services:** towards more and better accessible services and amenities

The project adopts and develops the **co-operative agreement approach** an overall, methodical way to involve all stakeholders on all levels in an active way in the development of the project, the policy ideas and the dissemination of the results.

for more information: www.vitalruralarea.eu

2. Rural Power Pack RPP

The project will gradually develop, implement and test a transnational, transferable general working method for sustainable projects on regional development: the **Rural Power Pack RPP**. The RPP will be disseminated and communicated at EU and national level and to other European Regions, by a mobile implementation team in the last year of the project period (end: December 2013).

To be more specific:

The concept has to be developed – in close co-operation with the leadpartner, the project management and the members of the scientific group – on the basis of:

- A)** scientific literature and European policy documents regarding rural and regional development, including the relation between regional area's and the (more) urban centres in their proximity;
- B)** results and experiences of former (e.g.: **evoice**, NS Rural, BESST, URBAL) and current (e.g.: DC NOISE, MP4, Smart Cities) related Interreg IVB North Sea Region projects on regional development and citizens' participation. Related projects from the Interreg IVB Baltic Sea Region or the Interreg IVB Region North West Europe (e.g.: Collabor8) are also part of this approach;
- C)** results and experiences of **Vital Rural Area's** project partners in work package 1, 2 and 3. These positive or negative experiences have to be made available e.g. by means of interviews with representatives of the project partners, surveys and questionnaires, analysis of documents, attending project partner meetings and the *International Policy Forums on Regional Development*;
- D)** the co-operative agreement approach CAA

As a common standard for public private partnership, **Vital Rural Area** develops, implements and tests - involving all stakeholders – the **co-operative agreement approach CAA**: cross-sectoral, top-down and bottom-up.

In this approach the stakeholders - e.g. municipalities, educational/ knowledge institutes and private companies - draw up agreements with targets/conditions how to work together to reach the joint formulated goals within an agreed-upon period of time, using the knowledge, experience and expertise of the inhabitants.

The general working method RPP is – of course – never ready and will continuously being adapted to new developments and experiences.

3.scientific group

The development of the **Rural Power Pack** will be supervised by the members of the Scientific Group:

Prof. Dr. Dirk Strijker
 Head of the Department of Cultural Geography
 Professor Rural Development – Mansholt Chair
 University of Groningen at Groningen, NL

Prof. Dr. Nikolaos Tzokas

Head of Business School & Associate Dean Research & KT
University of East Anglia at Norwich, UK

Prof. Dr. Flemming Just

Head of the Danish Institute of Rural Research and Development
University of Southern Denmark at Esbjerg, DK

4. assignment

On behalf of the international partnership of **Vital Rural Area**, the assignment will be commissioned by lead beneficiary NOFA, represented by the Municipality of Dantumadiel at Damwâld, The Netherlands.

NOFA

Municipality of Dantumadiel

Hynstebloem 4
NL-9104 BR DAMWÂLD
The Netherlands
www.dantumadiel.eu

Contact person: Mr Jan Walburg (see below for address information).

4. invitation

Interested universities with a specialised department on rural and regional development in the six North Sea Countries (Sweden, Norway, United Kingdom, Belgium, The Netherlands and the Federal Republic of Germany) are invited to send their elaborated tender proposals to develop the **Rural Power Pack** before September 1st, 2010, to:

Mr Jan Walburg

project manager **Vital Rural Area**
Smaragdstoep 21
NL-9403 SE ASSEN
The Netherlands
Tel.: 0031 592 406570
Fax: 0031 592 406055
E-mail: walburg@vitalruralarea.eu
Skype: bureau.walburg

At request, Mr Walburg will also provide extra information regarding the project, the international partnership and the **Rural Power Pack**

awarding date: September 14th, 2010

5. (preliminary) time schedule to develop the RPP

September 2010 - March 2011: orientation phase

- * discussions with lead partner and project management
- * discussions with the members of the scientific group
- * (preliminary) analysis of relevant scientific literature
- * (preliminary) analysis of European policy documents
- * (preliminary) analysis of related projects on rural and regional development
- * discussions with (representatives of) the project partners
- * (preliminary) analysis of pilot activities at each of the project locations and lessons learned from them

result: preliminary analysis of relevant (supporting) information

March 2011 – September 2011: development phase 1

- * (continued) analysis of relevant scientific literature
- * (continued) analysis of European policy documents
- * (continued) analysis of related projects on rural and regional development
- * (continued) analysis of pilot activities at each of the project locations and lessons learned from them

result: first set of proposals for the general working method drafted and ready for initial testing

September 2011 – March 2012: development phase 2

- * (initial) testing, adjustment and upgrading of the first set of proposals

result: upgraded set of proposals for the general working method drafted and ready for field tests

March 2012 – September 2012: completion phase

* field tests of the upgraded set of proposals

result: comprehensive, transferable, transnational and interactive general working method – including recommendations, case studies, best practices, examples, etc. etc. - ready for communication and dissemination in Europe²⁷ by the mobile communication and publicity team in 2013

The RPP will consist of a manual (printed and/or digital), a documentary web video and a number of (scientific) articles to explain the underlying principles, ideas and concepts about rural and regional development and how to deal with them. The manual, the documentary web video and the (scientific) articles are not part of this request for a tender proposal.

5. conditions

- 5.1 the tender proposal has to be written in the English language – proposals in other languages will not be accepted;
- 5.2 the complete tender proposal with a description of the content-wise activities, an underpinned calculation of the cost price, three (3) relevant references, as well as the CVs of the proposed candidates has to be received by Mr Walburg **not later than August 31st, 2010, at midnight**. Incomplete tender proposals or tender proposals received later by whatever cause will not be accepted;
- 5.3 the tender proposal, and the covering letter on letter head paper of the tendering organisation has to be correctly dated and duly signed by (an) officer(s) who is/are authorised to commit this organisation. If the appropriate signature(s) is/are missing, the tender proposal will not be accepted;
- 5.4 only the complete paper version of the tender proposal in a closed envelop will be accepted. Please indicate on the envelop: **tender Rural Power Pack - do not open before September 1st, 2010**.

5.5 To avoid that the price will influence the content-wise assessment, the tendering organisation is requested to present the financial part of the tender proposal in a separate closed envelop enclosed in the main envelop. The financial envelop will not be opened until the content-wise assessment has been finished;

5.6 the project **Vital Rural Area** holds the copy-rights of all versions of the **Rural Power Pack** but the results will be made free available globally

5.7 charging of VAT has to be avoided by whatever legal means, because the Dutch leadpartner has no possibility to recover VAT charged by organisations in other (European) countries

6. awarding criteria

The overall awarding criterium is: *content-wise quality related to the economically most profitable offer.*

The tender proposal has to be clear and transparant and has to offer a good overall picture – including time schedule and planning – of how the tendering organisation will set up, organise and finalise the development of the **Rural Power Pack** in the period from September 2010 to September 2012 and how it guarantees continuation and timely delivery. The overall price includes working hours, overhead costs on a real costs basis and costs for travel and accommodation.

score matrix	
quality assessment	70%
continuation assessment	20%
price assessment	10%

7. invoicing

After awarding of the tender proposal, the selected organisation will send every three months its itemised invoices, including correctly completed and signed timesheets and original invoices and receipts (no copies!) regarding other costs to the Municipality of Dantumadiel as representative of leadpartner NOFA at the address below.

NOFA

Municipality of Dantumadiel

attention of Mr Bauke Schat, financial director

Hynstebloem 4

NL-9104 BR DAMWÂLD

The Netherlands

The invoices have to meet the conditions set by the Interreg IVB North Sea Programme in the framework of the European Regional Development Fund (ERDF).