



Montenegro
Ministry of Science

Ministry of Science

announces

INVITATION FOR BIDS

for Business Plan Development

for Establishment of the Scientific and Technology Park

in Montenegro

I Introduction

Pursuant to the “Feasibility Study for Establishment of the Scientific and Technology Park (STP) in Montenegro”, the Government of Montenegro has committed the Ministry of Science to realize the activities determined by the Action Plan for implementation of the measures determined by the Study.

The first activity relates to development of a detailed *business plan* aimed at planning and development of the STP.

The following are general objectives to be achieved by the establishment of the STP:

- Economic development of Montenegro by establishment of the STP as a generator of development of small and medium-sized enterprises, in order to strengthen competitiveness of Montenegro in the wider economic context;
- Strengthening of cooperation of academic and scientific and research institutions on one side and private sector on the other, in order to strengthen innovative activities;
- Support in the cluster connectivity of enterprises and/or institutions based on the principle of related activities and common market;
- Promotion of the concept of the sustainable establishment of the STP and other instruments of support of entrepreneurship and development of the products of the high value at the territory of Montenegro; and
- Raising the general level of knowledge and awareness regarding development of centers of success, scientific and technology parks, innovation centers, business incubators, etc.

Business plan should contain basic measures determined by the Feasibility Study regarding establishment of the STP, which then should be developed and proposed as follows:

1. Development of detailed strategic concept;
2. Plan of measures and activities for achievement of strategic goals; and



3. Development of detailed calculation of costs and financial plan necessary for the establishment of the STP.

The following are the expected results of the business plan:

- Defining priority goals for realization of the STP;
- Defining activities for realization of the STP that would enable scientific and technological cooperation at national and international level; and
- Possible scenario of realization of the STP that will assist institutions in establishment of the STP in the most efficient manner.

Elaboration of the business plan should contain the following:

- Report on the operational plan of work and methodology that would be used in development of the business plan;
- Basic ideas for establishment of the STP;
- Team experts list and experts short biographies;
- Period of development of the business plan;
- Financial offer; and
- Necessary data of the Ministry of Science required for development of the business plan.

II Application to the bid:

Right to participate:

All legal persons established in Montenegro, its neighboring countries and member states of the European Union have the right to apply to the bid.

Candidates have the right to apply as individual legal persons or in a group/consortium.

Consortiums or groups of legal persons may be previously legally established groups, as well as groups established for the purpose of participation in this bid.

In case where an application has been submitted by the consortium/group, the criteria will be applied to the whole consortium/group, not to its individual members.

Candidate must fulfill the following criteria:

Professional capacity:

In its team, candidate must have at least 3 members, with a higher education degree (ranks of doctorate and master of science will get additional points), in the field of relevant assignment (e.g. economics or management).

Working experience:

- At least 5 years of working experience in the area of research, development and innovations, or in the area of planning or financing of the research policies, strategies or programs; and
- Experience in strategic or business planning.



Candidate should submit evidences on expert project references with detailed and correct professional and working experience data.

Reasons for rejection of applications submitted to the bid:

1. In case candidate submits incorrect data regarding the professional references;
2. In case candidate submits incomplete documents; and
3. In case of the conflict of interests.

III Duration of the bid:

Term for submission of the elaboration of the business plan is Wednesday, August 1th 2012.

IV Evaluation of the elaboration of the business plan:

Evaluation of the elaboration of the business plan will be conducted by the experts engaged by the Ministry of Science, in compliance with the procedure determined for the evaluation of national and international scientific and research projects in the Ministry.

V Selection of the elaboration of the business plan:

Selection among several positively evaluated elaborations of the business plans will be conducted in compliance with the following evaluation principle:

- Quality of the proposed business plan – 25%;
- Experience in the similar projects and institutional capacities – 35%;
- The best financial offer (up to 25,000 €, including VAT) – 30%; and
- The most favorable period for completion of development of the business plan (up to 2 months) – 10%.

The Ministry will conclude the contract with the submitter of the accepted elaboration of the business plan that will regulate mutual rights and obligations of the contracting parties.

VI Form and content of the application:

The candidate should submit the following:

1. Elaboration of the business plan, in compliance with the items I and II of this Invitation;
2. Description of the methodology to be used in development of the business plan (max. 3 A4 pages);
3. Financial offer (presentation of the budget in table form); and
4. Profile of candidate, containing the following:
 - Description of the candidate/consortium (max. 2 A4 pages and annexes);
 - Evidence on professional capacities of candidates; and
 - Biographies of experts engaged in the project.



VII Manner of submission of elaboration of the business plan:

Elaboration of the business plan with evidences on fulfillment of professional references of the candidate in one printed copy and written on CD, in PDF form, should be submitted to the Ministry of Science of Montenegro in Montenegrin and/or in English language, by post, to the following address: Rimski trg 46, 81000 Podgorica, Crna Gora.

Applications submitted in some other manner will not be taken into consideration.

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