

## Open Call for Consulting Services

<b>Subject:</b>	Common Regional Market Action Plan / Business enabling environment and competitiveness
<b>Title:</b>	<b>Technical assistance for developing MoUs between Western Balkans Six Industrial Parks and European Union counterparts</b>
<b>RCC Department:</b>	Programme Department
<b>Eligible:</b>	Consulting companies
<b>Reporting to:</b>	RCC Secretariat / Programme Department
<b>Duration:</b>	<b>February – July 2026</b>
<b>Reference Number:</b>	<b>018-026</b>

### I. BACKGROUND

The Common Regional Market (CRM) Action Plan endorsed at the Berlin Process Summit consists of targeted measures, including supporting regional industrial development through industry assessments, policy benchmarking and harmonisation with EU standards and best practices. The overarching goal is to transform and green the industrial sectors in the Western Balkans Six (WB6), shape value chains they belong to and prepare them for the current realities and future challenges, in line with EU policy and principles.

One of the key strategies considered essential for transforming industrial sectors by uptaking green and eco-industrial practices is developing Eco-industrial Parks (EIPs). Representing a transformative pathway towards circular economy and sustainable industrialisation, EIPs serve as a tool that contribute to the region's competitiveness and business enabling environment.

Well-developed EIPs lead to innovative business models and modern technologies, paving the way for enhanced **access to new markets** and **better integration into EU value chains** for the WB6 companies. With about 60% of WB6 exports going to the EU market, higher environmental standards and circular practices can make the business sector more competitive.

In this context, Regional Cooperation Council (RCC) seeks to engage a Technical Assistance to support the preparation and facilitation of Memoranda of Understanding (MoUs) between selected WB6 industrial parks and their EU counterparts.

## **II. DESCRIPTION OF RESPONSIBILITIES**

### **Objective of the assignment**

This assignment builds upon the ongoing RCC work focusing on conducting a baseline assessment of selected industrial parks in the WB6 and providing a roadmap with actionable recommendations for development of sustainable and circular practices within Industrial Parks in the region.

Building on these recommendations, the objective of this assignment is to support the integration of WB6 industrial parks into EU value chains by facilitating structured partnerships between selected WB6 industrial parks (with demonstrated or potential eco-industrial characteristics) and established EU industrial and/or eco-industrial parks, while accelerating knowledge transfer and the uptake of green and eco-industrial practices, in alignment with EU standards.

### **Specific Tasks**

This assignment should focus on the following specific tasks:

1. Match selected WB6 industrial parks with suitable EU industrial or eco-industrial park counterparts based on a set of key criteria (to be specified):
  - a. Conduct a comprehensive mapping of suitable EU industrial and eco-industrial park counterparts for potential cooperation and linkages.
2. Draft and design MoUs between WB6 and EU industrial parks covering areas such as:
  - a. Potential for developing linkages,
  - b. Knowledge exchange on eco-industrial development,
  - c. Governance and monitoring mechanisms,
  - d. Joint promotion and investment facilitation,
  - e. Sustainability practices,
  - f. Support to (tenant) SMEs.
3. Facilitate match-making between matched WB6 and EU industrial parks with eco elements.
4. Support finalisation and signing of MoUs.

The contractor is expected to conduct these tasks in close consultation with the Working Group on Industrial Development (WGID), and validate drafts with the WGID, facilitated by RCC.

## Methodology

The contractor is expected to suggest the most suitable methodology for successful completion of the assignment. This may include, but is not limited to, a mix of online and onsite activities. Note that a clear methodological overview should be an integral part of the concept note.

### III. LOGISTICS AND TIMING

#### Timeline

The engagement is expected to start by mid-March **2026** and end by the end of **July 2026**. The selected bidder should submit a Gantt chart with a clear overview of planned activities.

#### Lines of Communication

- The task will be implemented in close consultation with the RCC Secretariat.
- The contracted bidder will report to the **Senior Expert on Competitiveness and Expert on Industry and Women's Economic Empowerment**.
- As appropriate, (online) meetings with RCC experts will be organised to agree on expectations and deliverables.

### IV. REQUIRED OUTPUTS / REPORTING

The following deliverables will be produced and transferred to the RCC Secretariat during the course of the assignment, as per the timeframe specified below:

	<b>Deliverables</b>	<b>Due date</b>
1.	Detailed Methodology and Work Plan submitted and agreed with the RCC	<b>17 March 2026</b>
2.	Draft (tasks 1 and 2)	<b>24 April 2026</b>
3.	Working Group on Industrial Development (WGID) meeting, prepare presentations and present preliminary findings on tasks 1 and 2	<b>24 March 2026 (online)</b>
4.	Draft MoUs and matched (potential partnerships) EU and WB6 industrial parks (reflecting outcomes from tasks 1 - 4	<b>20 June 2026</b>

Final report and MoUs, reflecting RCC comments and feedback	<b>15 July 2026</b>
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## V. REQUIREMENTS

<b>Education:</b>	<ul style="list-style-type: none"> <li>• An advanced university degree (Master's Degree; PhD preferred) in economics, industrial development, economic zones and industrial parks development or other field of relevance for the assignment.</li> </ul>
<b>Experience:</b>	<ul style="list-style-type: none"> <li>• Minimum of 10 years of relevant experience in industrial and economic policy, EU industrial policy, special economic zones and/or other related fields;</li> <li>• Proven expertise in EU policies (including sustainability frameworks, industrial ecosystems and similar areas relevant for the tasks);</li> <li>• Experience in value chains, SME development and investment facilitation;</li> <li>• Experience in drafting and negotiating MoUs or similar cooperation instruments;</li> <li>• Previous experience working with at least the Western Balkans Six or the EU in the abovementioned areas, experience with both is an asset;</li> <li>• Proven analytical skills and experience in strategy design;</li> <li>• Strong drafting and report writing capabilities are required.</li> </ul>
<b>Language requirements:</b>	<ul style="list-style-type: none"> <li>• Fluency in written and spoken English, as the official language of the RCC;</li> <li>• Knowledge of other RCC languages is an advantage.</li> </ul>

### Core Values

- Demonstrates integrity and fairness by modelling RCC values and ethical standards;
- Independent and free from conflicts of interest in the responsibilities defined by the Terms of Reference;
- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability.

## **Core Competencies**

- Demonstrates professional competence to meet responsibilities and post requirements and is conscientious and efficient in meeting commitments, observing deadlines and achieving results;
- Result-oriented; plans and produces quality results to meet the set goals, generates innovative and practical solutions to challenging situations;
- Communication: Excellent communication skills, including the ability to convey complex concepts and recommendations clearly;
- Team work: Ability to interact, establish and maintain effective working relations in a culturally diverse team;
- Ability to establish and maintain productive partnerships with regional and individual WB6 partners and stakeholders.

The contractor should ensure an internal quality control during the implementing and reporting phase of the assignment. The quality control should ensure that the draft reports and deliverables comply with the above requirements and meet adequate quality standards before sending them to stakeholders for comments. The quality control should ensure consistency and coherence between findings, conclusions and recommendations. It should also ensure that findings reported are duly substantiated and that conclusions are supported by relevant judgment criteria.

The views expressed in the report will be those of the contractor and will not necessarily reflect those of the Regional Cooperation Council. Therefore, a standard disclaimer reflecting this will be included in the reports. In this regard, the contractor may or may not accept comments and/or proposals for changes received during the above consultation process. However, when comments/proposals for changes are not agreed by the contractor, the reasons should be explained in a comments table.

## **V. APPLICATION RULES**

The application needs to contain the following:

- Technical Offer;
- Financial Offer.

### **Technical Offer**

#### **For consulting companies:**

- Company profile including a brief description (up to 2 pages) of the company;
- Copy of Company's Registration Certificate;
- Financial records - company's balance sheet and profit-and-loss statement for the past 2 years;

- CV of expert(s), outlining relevant knowledge and experience as described in the Terms of References, along with contact details of referees;
- An outline work plan of a maximum of 5 pages describing the main issues, sources of information to be used, timeline and methodology;
- List of references for relevant activities implemented over the past years demonstrating relevant experience in the subject matter;
- Signed Statements of Availability (Annex I).

## **Financial Offer**

The financial offer should reflect the following:

- All figures should be expressed in EUR

NOTE:

When preparing the financial offer, the applicant should take into account the following:

- Use a free format for the Budget providing the Global Price for the work to be provided.
- The fee rates should be broadly consistent with those applicable in the region.
- Maximum budget should not exceed **EUR 20,000**.

## **Submission of applications:**

**Applications need to be submitted by 10 March 2026 through the website link [Apply now](#).**

**Please make sure that the application is submitted in two separate folders one containing the Technical Offer and the other the Financial Offer. The documents should be submitted in form of copies of the originals.**

## **VI. EVALUATION RULES:**

- The consultancy will be awarded to the highest qualified bidder based on the relevance of skills and expertise to this assignment;
- The applications are evaluated following these criteria:

<b>EVALUATION GRID</b>	<b>Maximum score</b>
<b>A. Technical Offer (A.1+A.2+A.3)</b>	<b>100</b>

<b>A.1. Work experience, references list:</b> Relevant work experience; evidence of other contracts of the size comparable to that of the tender; experience with clients comparable to the Contracting Authority.	35
<b>A.2. Quality and professional capacity of the consultant(s):</b> CV(s) satisfies the criteria set forth in the Terms of Reference, education and experience demonstrate professional capacity and experience required.	35
<b>A.3 Quality of the concept note:</b> An outline of work plan describing the main issues, information, data sources, research and analytical tools to be employed by the author, as well as the timeline.	30
<b>B. Financial Offer/ lowest price has maximum score</b>	<b>100</b>

**Score for offer X =**

**A: [Total quality score (out of 100) of offer X / 100] \* 80**

**B: [Lowest price / price of offer X] \* 20**

**In addition to the results of the technical and financial evaluation, a competency-based interview will be held with the selected bidder.**

#### **Information on selection of the most favourable bidder**

The RCC Secretariat shall inform candidates and bidders of decisions reached concerning the award of the contract as soon as possible, including the grounds for any decision not to award a contract for which there has been competitive tendering or to recommence the procedure.

Standard letter of thanks for participation to unsuccessful bidders shall be sent within 15 days after the contract is signed with the awarded bidder.

The candidates and bidders wishing to receive a feedback may send a request within 15 days after receipt of the standard letter of thanks.

The request may be sent to the e-mail address [ProcurementforRcc@rcc.int](mailto:ProcurementforRcc@rcc.int) or to the address of the RCC Secretariat:

Regional Cooperation Council Secretariat  
Attention to: Administration Department  
Building of the Friendship between Greece and Bosnia and Herzegovina  
Trg Bosne i Hercegovine 1/V

71000 Sarajevo  
Bosnia and Herzegovina

### **Appeals procedure**

Bidders believing that they have been harmed by an error or irregularity during the award process may petition the RCC Secretariat directly. The RCC Secretariat must reply within 15 days of receipt of the complaint.

The appeal request may be sent to the e-mail address [ProcurementforRcc@rcc.int](mailto:ProcurementforRcc@rcc.int) or to the address of the RCC Secretariat:

Regional Cooperation Council Secretariat  
Attention to: Administration Department  
Building of the Friendship between Greece and Bosnia and Herzegovina  
Trg Bosne i Hercegovine 1/V  
71000 Sarajevo  
Bosnia and Herzegovina



## ANNEX I: STATEMENT OF AVAILABILITY

REF: 018-026

By representing the Entity\_\_\_\_\_ we agree to participate in the above-mentioned tender procedure. We further declare that we are able and willing to work for the period(s) foreseen for the position for which our CVs have been included in the event that this tender is successful, namely:

[illegible]