

Call for Tender – EUPATIconnect platform service provider for Stichting EUPATI Foundation

10 June 2024

**STICHTING EUPATI FOUNDATION EUROPEAN PATIENTS'
ACADEMY ON THERAPEUTIC INNOVATION (EUPATI)**

C/O PGOSUPPORT, DALTONLAAN 600, 3584BK UTRECHT, NETHERLANDS

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Stichting EUPATI Foundation – General Information

Stichting EUPATI Foundation, the European Patients' Academy (EUPATI), is a pan-European programme implemented as a public-private partnership by a collaborative multi-stakeholder consortium from the pharmaceutical industry, academia, not-for-profit, and patient organisations. EUPATI was developed and implemented as a flagship project of the Innovative Medicines Initiative (<http://www.imi.europa.eu/>) and is today established as an independent non-profit Foundation. EUPATI has already trained over 330 patient experts on medicines development, clinical trials, medicines regulations, health technology assessment. Additionally, EUPATI offers and maintains the Toolbox on Medicine Development, trains researchers about patient involvement and coordinates a network of national platforms.

Since January 2022, EUPATI has provided a matchmaking service between trained patient experts (EUPATI Fellows) and researchers from industry and academia. This platform, EUPATIconnect, (connect.eupati.eu) is a fee-based platform, where researchers can submit projects and patients maintain detailed profiles about their therapeutic area, specific skills and areas of interest. The submitted projects are matched with suitable profiles and the researchers & patient experts are connected ('matched') with each other with the assistance of the platform and the EUPATI Secretariat.

EUPATIconnect seeks proposals from qualified video production agencies and independent contractors (freelancers) to create an informative and engaging video. The video will be targeted towards both EUPATI Fellows and researchers. The primary objective is to raise awareness about EUPATIconnect and provide information on its functionality and benefits.

Purpose of the Video

The video must achieve the following objectives:

- **Awareness:** Introduce EUPATIconnect to both EUPATI Fellows and researchers, highlighting its significance and purpose.
- **Education:** Explain how EUPATIconnect operates, detailing its features and the benefits it offers to both target groups.
- **Engagement:** Encourage EUPATI Fellows and researchers to actively use and participate in EUPATIconnect.
- **Brevity:** The video should be no longer than 3 minutes.

Description of Services

The following tasks will need to be carried out:

- **Concept Advisement:** A storyboard and initial script have already been developed. The chosen vendor would provide advisement on current draft and offer ideas on improvement towards a compelling concept for the video.
- **Scriptwriting Advisement:** Elevate the current script to effectively communicate the core messages to both EUPATI Fellows and researchers.
- **Video Production:**

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- Editing the video to ensure high production quality.
- Incorporating graphics, animations, and other multimedia elements as necessary. Note: Initial visuals in Canva have already been pulled and can be used in the making of the new video.
- Ensuring the video is accessible, including subtitles and/or voice-over options as needed.
- **Review and Feedback:** Participate in a review process with EUPATIconnect Coordinator to refine the video based on feedback.
- **Final Delivery:** Provide the final video in various formats suitable for distribution across different platforms (e.g., online, presentations, social media).
- **Within Budget:** The budget will be a total of 5.000€. Complete work on the video should be supplied on time and on budget.



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Participation in the Tendering Procedure

Tender Process

EUPATI reserves the right to conduct the tender process and select the successful tender. EUPATI is not bound contractually or in any way to a bidder to this request for tender until EUPATI and the successful winner have entered into a written contract.

Documents to be submitted

Interested agencies and independent contractors should submit a proposal that includes:

- Written proposal for delivering the tasks described in the section 'Description of Services';
- Description and legal information of the Service Provider;
- Sample Videos. Links to relevant sample videos no longer 3 minutes appreciated.
- Detailed costs.

Document applications must be sent by **06 July, 23:59 CET** to Ebony Buehler, EUPATIconnect Coordinator via e-mail (info@eupati.eu).

Tender evaluation

Participation in this tendering procedure is open on equal terms to all legal persons fulfilling the above-mentioned eligibility criteria. EUPATI may, at its discretion, extend the closing date and time of the tender. The selection procedure will be based on the principles of equal treatment, fairness and transparency and on expertise. **The budget for complete work on the video from concept to delivery will be a maximum of 5.000€.** All submissions should remain within the budget for consideration.

All applicants will receive acknowledgement of receipt of their tender and will be informed of the outcomes of the selection process within 30 days following the deadline date. EUPATI is not obliged to provide reasons for its decision to shortlist; accept or reject any particular tender. Applicants must have excellent knowledge of the English language.

Exclusion Criteria

Candidates shall be excluded from participation in this procurement procedure if:

- They are bankrupt or being wound up, are having their affairs administered by the courts, have entered into an arrangement with creditors, have suspended business activities, are the subject of proceedings concerning those matters, or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations;
- They have been convicted of an offence concerning their professional conduct by a judgment which has the force of res judicata;



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- They have been guilty of grave professional misconduct proven by any means which the EUPATI can justify;
- They have not fulfilled obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which they are established or with those of the country of EUPATI or those of the country where the contract is to be performed;
- They have been the subject of a judgment which has the force of res judicata for fraud, corruption, involvement in a criminal organisation or any other illegal activity detrimental to the Union's financial interests;
- Following another procurement procedure or grant award procedure financed by the Union's budget, they have been declared to be in serious breach of contract for failure to comply with their contractual obligations.

Contract Price and Terms of Payment

Quotes for performing this Service are invited from interest parties.

All Prices must be fixed amounts in EUR including VAT and will not be subject to revision.

Costs incurred in preparing and submitting tenders are borne by the applicants and cannot be reimbursed.

Quality Issues

In delivering the service the applicant shall ensure the highest quality standards of which EUPATI shall be the sole judge.

Confidentiality and Conflict of Interest

The successful applicant undertakes that they will not at any time, either before or after the termination of this service, use or disclose or communicate to any person confidential information relating to the affairs of EUPATI. This restriction shall continue to apply after the termination of the service without limit in point of time.

To ensure the independence of terms of their contract, the winning applicant will sign a declaration certifying that they have no conflict of interests in relation to the tasks to be undertaken and undertake to inform Maria Dutarte, EUPATI Executive Director (maria.dutarte@eupati.eu) should this status change. All data submitted to EUPATI will be treated in accordance with Dutch law.

Terms and Conditions

EUPATI reserve the right to reject any and all proposals, in whole or in part, to advertise for new proposals, to abandon the need for services, and to cancel or amend this call for tender at any time prior to the execution of the written contract. EUPATI reserves the right to waive



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any formalities in the call for tender process. EUPATI may respond to questions or provide information from applicants and is under no obligation to provide such responses or information to all other applicants.

By submitting a proposal, the applicant agrees that:

- EUPATI may copy the proposal for purposes of facilitating the evaluation of the proposal and agrees that such copying will not violate the rights of any third party.
- It will not bring any claim or have any cause of action against EUPATI based in any misunderstanding concerning the information provided or concerning EUPATI's failure, neglect or otherwise, to provide the bidder with pertinent information as intended by this call for tender.

The accomplishment of a tendering procedure imposes no obligation on EUPATI to award the contract. Should the invitation to tender cover several items or lots, EUPATI reserves the right to award a contract for only some of them. EUPATI shall not be liable for any compensation with respect to applicants whose tenders have not been accepted. Nor shall it be so liable if it decides not to award the contract.

Contact Person and Contracting Authority

For more information, please contact **Ebony Buehler, EUPATIconnect Coordinator** (info@eupati.eu). Please include in subject line: "Regarding EUPATIconnect Video."

Contracting Authority:

Stichting EUPATI Foundation

Daltonlaan 600

3584BK Utrecht

The Netherlands

www.eupati.eu

VAT Nr: NL861533197B01



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