**EU4BCC: Connecting Companies**

**Reference: ENI/2019/411-865**

AnnEX 2: ORGANISATION AND METHODOLOGY

To organise an online export academy for SMEs and a BSOs tour

# ONLINE EXPORT ACADEMY FOR SMEs

## Rationale and Strategy

* *Any comments you have on the terms of reference for the successful execution of activities, in particular regarding the objectives/results (outputs, outcomes, impact), thus demonstrating the degree of understanding of the contract. Your opinion on the key issues related to the achievement of the contract objectives and expected results.*
* *An explanation of the risks and assumptions affecting the execution of the contract.*
* *An outline of the approach/methodology proposed for implementing online export academy.*
* *A list of the proposed tasks you consider necessary to achieve the contract objectives.*
* *Inputs and outputs.*

## Experience and available resources

* *Please briefly describe the knowledge of the EU and the EaP business environment, experience in organising online activities and organising study visit and export academies*
* *A list of proposed team: please insert the names and positions of the team who will be involved in the activities and describe their experience (please send the CVs of the proposed team)*
* *A description of the support facilities (back-stopping) that the contractor will provide to the proposed team during execution of the contract*

## Program and Agenda

* *Tentative topics to be covered.*
* *The timing, sequence and duration of the proposed tasks.*

## Quality control

*Please describe briefly how will you ensure the quality checking*

# BSOs’ TOUR

## Rationale and Strategy

* *Any comments you have on the terms of reference for the successful execution of activities, in particular regarding the objectives/results (outputs, outcomes, impact), thus demonstrating the degree of understanding of the contract. Your opinion on the key issues related to the achievement of the contract objectives and expected results.*
* *An explanation of the risks and assumptions affecting the execution of the contract.*
* *An outline of the approach/methodology proposed for implementing BSO’s Tour.*
* *A list of the proposed tasks you consider necessary to achieve the contract objectives.*
* *Inputs and outputs.*

## Experience and available resources

* *Please briefly describe the knowledge of the EU and the EaP business environment, experience in organising online activities and organising study visit and export academies*
* *A list of proposed team: please insert the names and positions of the team who will be involved in the activities and describe their experience (please send the CVs of the proposed team)*
* *A description of the support facilities (back-stopping) that the contractor will provide to the proposed team during execution of the contract*

## Program and Agenda

* *Tentative topics to be covered*
* *The timing, sequence and duration of the proposed tasks, taking into account travel time.*

## Quality control

*Please describe briefly how will you ensure the quality checking.*