Culture & Creativity

Co-funded by the European Union

RFP FOR VENTURE ASSESSMENT AND DEVELOPMENT MONITORING SERVICES

Frequently Asked Questions

EIT Culture & Creativity

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Document History

Version 1.0 (2026)

Changelog

Version	Date	Changes
1.0	14/09/2026	Initial version

1. Budget and contract

1. Question: The procedure timeline states a maximum yearly budget of €25,000, while the initial contract duration is 27 months. Should tenderers price against a total ceiling of €25,000, the maximum for the full 27 months?

The maximum procurement budget is €25,000 for the total 27-month term. Tenderers are asked to price against a total ceiling of €25,000.

2. Question: Section 12 states that where the service provision includes the use of software, EIT Culture & Creativity will use the agreement of the selected tenderer. Could you confirm that in that case, the annexed Service Agreement would not apply — in particular clause 6.2, under which IP in deliverables vests in EIT Culture & Creativity, and clause 6.5, which grants a perpetual, sublicensable licence over the supplier's background IP?

Confirmed. As this is a SaaS platform (a licensed subscription to existing software) rather than bespoke software development or purchase, this falls under the exception in Section 12: EIT Culture & Creativity will use the tenderer's own licence agreement, and the annexed Service Agreement — including clauses 6.2 and 6.5 — will not apply in this case.

2. Submission format

1. Question: The proposal deck is limited to five pages and must address the seven items listed in Section 8. Does the five-page limit cover the Declaration of Honour?

The Declaration on Honour is not counted within the five-page limit — it must be submitted as an additional, separate attachment.

2. Question: Is the Declaration on Honour to be submitted together with the proposal, or only by the winning tenderer following award?

The Declaration on Honour is a mandatory eligibility declaration. It must be submitted duly signed and completed in order to bid. If the Declaration on Honour is not included, the proposal cannot be evaluated on its merits.

3. Question: Criterion 1 refers to "any demo or trial access provided." In addition to the required demonstration video, would the evaluation committee like sandbox access to the platform? If so, how should the credentials be transmitted?

A video demonstration walking through the platform's key features is the preferred format. If sandbox access is offered instead of, or in addition to, a video, please provide a password-protected entry point, or contact EIT Culture & Creativity in advance at tugce.akbulut@eit-culture-creativity.eu to confirm how and to whom credentials should be sent.

4. Question: Criterion 2 requires a named contact for reference verification. Do you intend to contact referees directly, and may their contact details be provided in a separate annex rather than within the deck?

The evaluation committee may reach out directly to the companies you name as references. As only two references are required, a short description and contact information for each should be included within the five-page limit.

2. Requirements

1. Question: "Microsoft ecosystem" integration is listed among the mandatory features. Could you describe what this needs to cover in practice?

EIT Culture & Creativity uses Microsoft as its main platform for email, calendar, and day-to-day communication via Teams. At minimum, the platform should provide calendar sync and, where possible, synced notifications — so that programme managers receive an email or message whenever an activity occurs on the platform. This allows programme managers to monitor progress through notifications rather than needing to be live on the platform at all times. Further integration possibilities can be discussed with the selected tenderer.

2. Question: Slack is referenced under other related processes and tools but does not appear in the feature list. What level of Slack compatibility is expected?

Slack is used for external communication with programme participants — the start-ups and scale-ups supported through EIT Culture & Creativity's programmes. Tenderers should indicate whether seamless integration is possible, where Slack is used for day-to-day conversations in sync with the platform (for example, the platform generating notifications directly in the Slack environment). If this is not possible, tenderers should indicate whether an equivalent solution is already integrated into the platform.

3. Question: The RfP states up to three active cohorts simultaneously. Could you indicate how many cohorts are expected per year across the three programmes, and in total over the 27-month term?

In 2027, three cohorts are expected — one each for Spark Incubation, Shape Acceleration, and Scale Post-Acceleration — with the same expected in 2028. Onboarding is expected to begin in Q4 2026, with programmes running from 2027 through the end of 2028.

4. Question: Participant founders are estimated at 80–90 ventures per cohort. Does this represent one user account per venture, or should we assume multiple team members per venture for licensing purposes?

Tenderers should calculate for multiple users per venture. Every team member is expected to access the platform, as it will serve as the central point of connection for assessment, programme scheduling, mentor meet-ups, and related activities. If this materially affects pricing, tenderers are welcome to include an alternative budget scenario or a side note showing pricing for single-representative access per venture.

5. Question: Given contract signature on 7 October, what is the target go-live date and the start of the first cohort to be onboarded on the platform?

Platform onboarding is expected to begin in October–November 2026, with the programme launching for participants and mentors in the beginning of 2027.

For further questions not addressed above, please contact tugce.akbulut@eit-culture-creativity.eu.