



# EFSA'S OUTSOURCING TOOLS: PROCUREMENT & GRANT FUNDING AND ADMINISTRATIVE MODALITIES

Marco Cortopassi – Procurement Officer  
Strategic Outsourcing Team  
EFSA Finance Unit

# OVERVIEW OF EFSA'S FUNDING SCHEMES

Procurement procedures

Grant procedures

Key differences between the two schemes

Information & how to apply



# EFSA PROCUREMENT

- Call for tenders
  - Open calls (€140K+)
  - Negotiated procedures (€15k - € 140K)

- Duly justified circumstances:  
“Monopoly” negotiated procedures

- Direct or framework contract


- Procurement Infographic

## EFSA procurement: why, what, HOW




EFSA buys services and supplies through public procurement in line with EU legislation and the basic principles of transparency, equal treatment and non-discrimination, widest competition, proportionality and sound financial management.

When tendering for EFSA procurement procedures, tenderers may bid alone as a single entity or in a joint offer with partners. All tenderers must have access to the EU market to be eligible for the award of EFSA contracts. Tenderers may also rely on the use of subcontractors in their offer. Subcontractors may be established in countries which do not have access to the EU market, unless specified differently in the individual call for tenders.

### HOW ARE PROCUREMENT CONTRACTS AWARDED?

| OPEN CALL FOR TENDERS  | NEGOTIATED PROCEDURE FOR TENDERS   | NEGOTIATED PROCEDURE WITH NO CALL FOR TENDERS   |
|--|--|---|
| <ul style="list-style-type: none"> <li>▶ For purchases above <b>140,000 €</b>.</li> <li>▶ Open to all economic operators with <b>EU market access</b>.</li> <li>▶ Published in EU-OJ with at least <b>37 days</b> to submit offers.</li> </ul>  | <ul style="list-style-type: none"> <li>▶ Below <b>15,000 €</b> Invite at least <b>1</b> direct invitation with no advance publicity.</li> <li>▶ Above <b>15,000 €</b> and below <b>60,000 €</b> Invite at least <b>3</b> Advance publicity on EFSA website for expression of interest, then direct invitation.</li> <li>▶ Above <b>60,000 €</b> and below <b>140,000 €</b> Invite at least <b>5</b> Advance publicity on EFSA website for expression of interest, then direct invitation.</li> </ul> | <p>For purchases of any value, a contract may be awarded directly to an economic operator without the need of a call for tenders, in the circumstances described in para. 11.1 of Annex 1 of the EU Financial Regulation. Examples:</p> <ul style="list-style-type: none"> <li>▶ <b>Monopoly</b> due to ownership / protection of exclusive rights.</li> <li>▶ <b>Extreme urgency</b> due to unforeseeable events.</li> </ul> |

### TYPE OF CONTRACT

|   |  |
|---|--|
| <p><b>FRAMEWORK CONTRACT</b>  Exact deliverables &amp; timing <b>NOT</b> known</p> <ul style="list-style-type: none"> <li>▶ <b>Single</b> One FWC signed with one contractor (individual organisation or consortium).</li> <li>▶ <b>Cascade</b> FWC signed with different contractors and assigned order of ranking.</li> <li>▶ <b>Re-opening competition</b> FWC signed with pool of contractors which compete for specific assignments.</li> </ul> | <p><b>DIRECT CONTRACT</b>  Exact deliverables &amp; timing <b>known</b></p>                 |
|   | <p><b>SPECIFIC CONTRACTS/ ORDER FORMS</b>  Exact deliverables &amp; timing <b>known</b></p> |

# EFSA GRANTS

## EFSA grants: why, what, HOW

EFSA may award grants to organisations which are designated by their Member State to assist EFSA with its mission and which are included on the Article 36 list of Competent Organisations. The list of eligible organisations to whom EFSA grants may be awarded is updated regularly and details of how new organisations can be included on the list is available at <https://www.efsa.europa.eu/en/partnersnetworks/scorg>.

When applying for EFSA grants, organisations may apply alone or in consortium with other Article 36 organisations, unless specified differently in the call for proposals. Applications may also involve some subcontracting, including with non-Art.36 organisations under certain conditions specified in the call.

### WHAT TASKS ARE ELIGIBLE?

Only tasks defined in Article 4 Regulation (EC) No 2230/2004 and Article 1 point 5e of Regulation (EU) 2019/1381 can be entrusted to organisations via a grant agreement to assist EFSA with its mission.

#### RISK ASSESSMENT SUPPORT

- ▶ Data delivery - collection/production
- ▶ Support in RA methodologies update/creation
- ▶ Preparatory work leading to drafting EFSA Scientific Opinion

Previous correlation: SPECIFIC GRANTS; TASKING GRANTS

#### CAPACITY BUILDING

- ▶ Dissemination of best practices
- ▶ Information exchange
- ▶ Knowledge sharing
- ▶ Create new scientific knowledge

Previous correlation: PARTNERING; FELLOWSHIP; THEMATIC; FOCAL POINT GRANTS

### METHODS OF FUNDING

A higher rate of funding (co-financing) is given for tasks directly supporting risk assessment compared to a lower rate of funding for projects ideated by the beneficiary. Co-financing may be provided up to a maximum of 99% of the total eligible costs. Alternatively, grants using "Financing not linked to costs" may cover all project costs and may even result in a profit to the beneficiary. Sorted below by ease of processing.



### HOW IS THE GRANT AWARDED?

#### OPEN CALL FOR PROPOSALS

- ▶ Open to all article 36 organisations which meet the requirements in the call for proposals.

#### NO CALL FOR PROPOSALS

- ▶ Exceptional and duly substantiated emergencies;
- ▶ Organisation with a de jure or de facto monopoly;
- ▶ For activities with specific characteristics requiring a particular type of organisation due to its technical competence, high degree of specialisation or administrative powers.

### TYPE OF GRANT AGREEMENT

#### FRAMEWORK PARTNERSHIP AGREEMENT

Exact deliverables & timing NOT known

- ▶ Single - One FPA signed with one beneficiary (individual organisation or consortium).
- ▶ Cascade - FPAs signed in order of ranking with different beneficiaries.

#### DIRECT AGREEMENT

Exact deliverables & timing known

#### SPECIFIC AGREEMENTS

Exact deliverables & timing known

## ■ Call for proposals

## ■ Any value

## ■ Duly justified circumstances: "Monopoly" procedure with direct invitation

## ■ Direct agreement or framework partnership agreement

## ■ Grants Infographic



# ART.36 COMPETENT ORGANISATIONS & GRANTS

- EFSA grants can only be awarded to competent organisations designated by Member States (Art.36 of [Regulation \(EC\) No 178/2002](#))
- Currently 323 organisations included on article 36 list. Variety of organisations active in fields of EFSA's mission, including universities, research institutes, other governmental or public bodies.
- Eligibility criteria for inclusion on list are set out in [Regulation \(EC\) No 2230/2004](#): mission, public interest, scientific expertise, operational capacity.
- Role of Focal Points: interface between EFSA and competent organisations at national Member State level.
- **Full Art. 36 list** <https://efsa.force.com/competentorganisations/s/>
- **FAQ** <https://www.efsa.europa.eu/en/partnersnetworks/scorg>



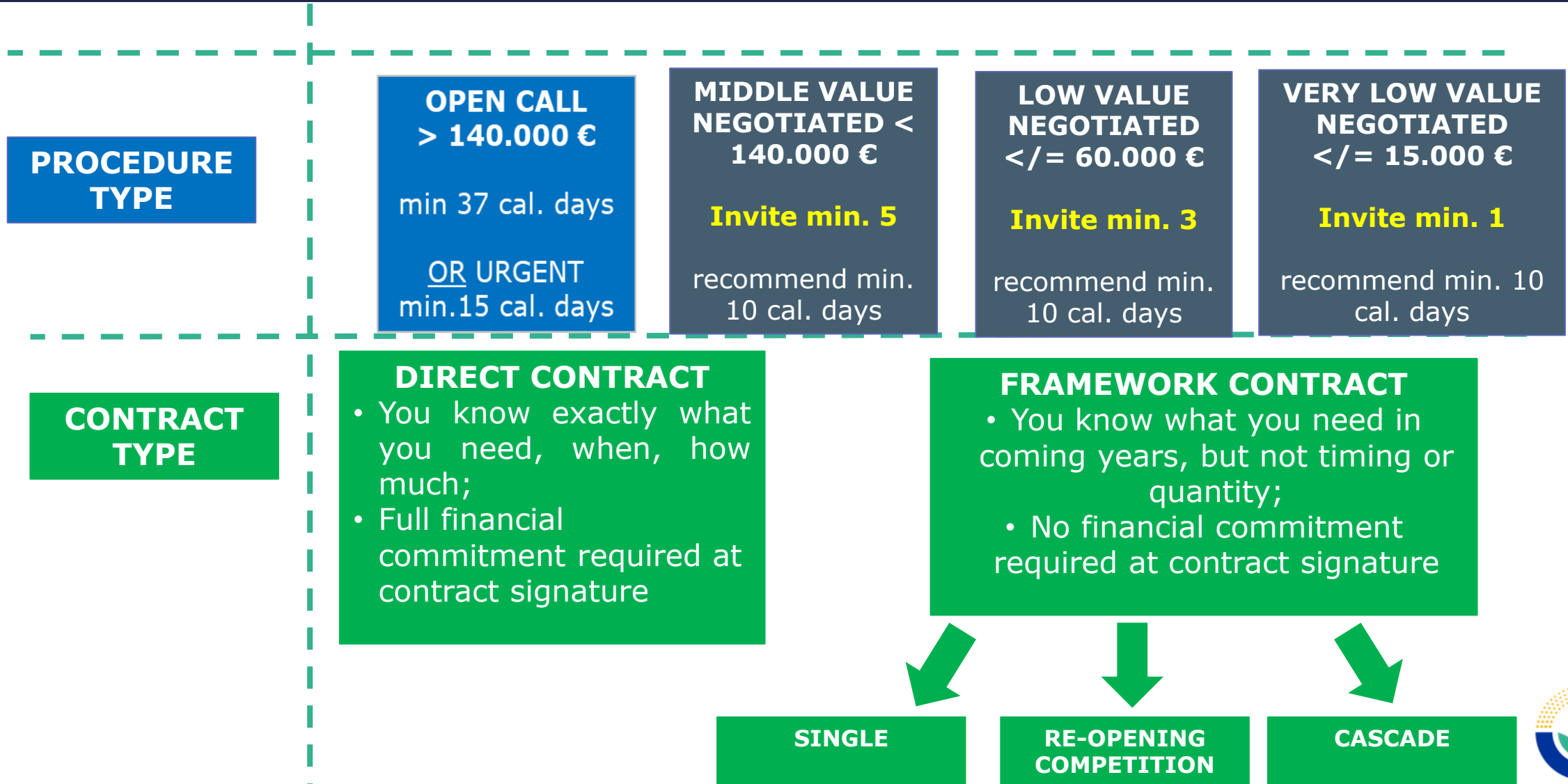
# DIFFERENCE BETWEEN PROCUREMENT & GRANTS

| Procurement  |                     | Grants   |
|--|---------------------|--|
| Buy something (goods/service)                                      | <b>Purpose</b>      | Give a financial contribution  |
| EFSA   | <b>Ownership</b>    | Beneficiary  |
| Agreed price allowing profit                                       | <b>Payment</b>      | Share of costs, no-profit*   |
| Transparency, equal treatment, proportionality, non-discrimination | <b>Principles</b>   | Transparency, equal treatment, non-cumulative, non-retroactive, co-financing, no-profit* |
| Call for tenders   | <b>Procedures</b>   | Call for proposals   |
| Direct or Framework Contract                                       | <b>Legal Form</b>   | Direct Agreement or Framework Partnership Agreement                                      |
| Anybody with access to EU market                                   | <b>Participants</b> | Only Art. 36 organisations   |

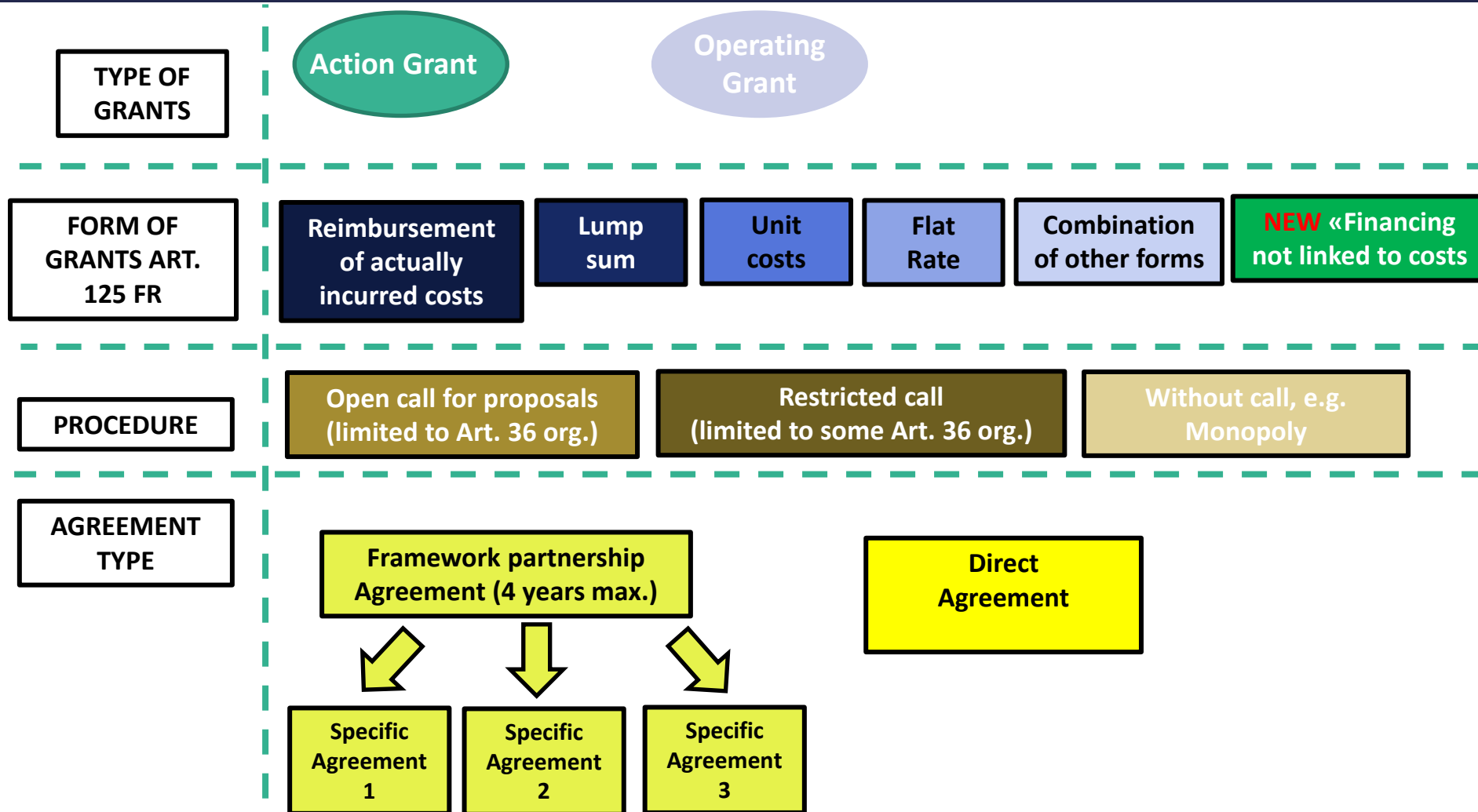
\*not applicable for Financing not linked to costs



# Procurement procedures and resulting contract types



# TYPE & FORM OF GRANTS





# WHO CAN APPLY?

## Procurement

- Open to economic operators with access to EU market
- Apply as single tenderer or joint offer with partners (all must have access to EU market)
- Apply as single tenderer involving subcontractors
- No limitations imposed on the composition of your offer i.e. single, joint offer, subcontracting (exceptions possible for critical tasks)

## Grants

- Only organisations on the Article 36 list can apply
- EU Member States + Norway and Iceland
- Apply as single organisation or in consortium with other Article 36 organisations.
- Subcontracting is permitted for non-core tasks to organisations not on Article 36 list



# WHERE TO FIND INFORMATION ON PROCUREMENT

## ■ Procurement

- [EFSA Guidance for tenderers](#)
- Call for tenders published on EFSA website:
  - [PIN](#) (future calls €140K+)
  - [Open calls](#) (€140K+)
  - [Negotiated procedures](#) (€15k - € 140K)
- [EU Funding & Tenders Portal](#)
- Contract Notice in EU Official Journal
-  #EFSAProcurement
- EFSA scientific cooperation plan
- Promotional activities for some calls: pre/post launch info sessions; market research

### How to apply

- Read the [EFSA Guidance for tenderers](#)
- Complete the forms in our [Toolbox: Instructions and forms for tendering](#)
- You can reach us by e-mail at our [dedicated address](#).

#### **Tenders €140k+** Tenders from EFSA and other EU Agencies

Open call for tenders procedures published by EFSA and by the other EU Agencies reporting to the ENVI Committee of the European Parliament.

#### **Upcoming tenders €140k+** Future open calls for tenders

EFSA publishes a prior-information notice to indicate to economic operators that we are planning to launch an open call for tenders in the future.

#### **Tenders €15k - €140k** Negotiated procurement procedures

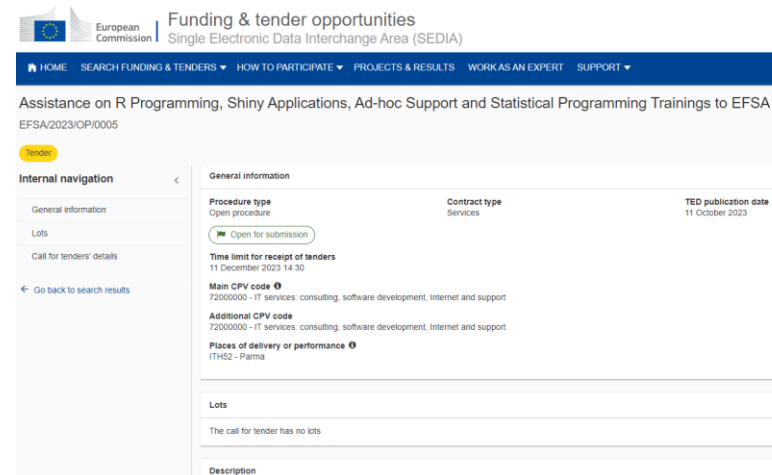
Express an interest to submit an offer for a forthcoming negotiated procedure.

#### **Scientific and technical support** Support EFSA's scientific work

EFSA establishes lists of scientists to assist its units in carrying out some preparatory work for scientific outputs.

#### **Toolbox** Instructions and forms

#### **Procurement and grants annual reporting**



The screenshot shows the EFSA website's 'Funding & tender opportunities' section. The page title is 'Funding & tender opportunities' and the subtitle is 'Single Electronic Data Interchange Area (SEDIA)'. The navigation menu includes 'HOME', 'SEARCH FUNDING & TENDERS', 'HOW TO PARTICIPATE', 'PROJECTS & RESULTS', 'WORK AS AN EXPERT', and 'SUPPORT'. The main content area displays a tender notice for 'Assistance on R Programming, Shiny Applications, Ad-hoc Support and Statistical Programming Trainings to EFSA' (EFSA/2023/OP/0005). The tender details include: Procedure type: Open procedure; Contract type: Services; TED publication date: 11 October 2023; Time limit for receipt of tenders: 11 December 2023 14:30; Main CPV code: 72000000 - IT services: consulting, software development, internet and support; Additional CPV code: 72000000 - IT services: consulting, software development, internet and support; Places of delivery or performance: ITH52 - Parma. The 'Internal navigation' sidebar shows 'General information' selected, with other options for 'Lots', 'Call for tenders' details, and 'Go back to search results'.



# WHERE TO FIND INFORMATION ON GRANT FUNDING

## Grants

European Commission | Funding & tender opportunities  
Single Electronic Data Interchange Area (SEDIA)

SEARCH FUNDING & TENDERS | HOW TO PARTICIPATE | PROJECTS & RESULTS | WORK AS AN EXPERT | SUPPORT

**General information**

Topic updates

Topic description

Conditions and documents

Partner search announcements

Submission service

Topic related FAQ

Get support

Call updates

General information

Programme  
**EU Bodies and Agencies**

Call  
[Selection of hosting sites and fellows for EU-FORA Risk Assessment Fellowship Programme \(EUBA-EFSA-2022-ENREL-02\)](#) [See budget overview](#)

Type of action  
**EUBA EUBA Type of Action**

Type of MGA  
**EUBA Type of MGA [EUBA]** [Open for submission](#)

|                                       |   |  |
|---------------------------------------|---|--|
| Deadline model<br><b>single-stage</b> | Opening date<br><b>08 November 2022</b> | Deadline date<br><b>15 March 2023 17:00:00 Brussels time</b> |
|---------------------------------------|---|--|

- Call for proposals published on EFSA website
- [EU Funding & Tenders Portal](#)
- Focal Points inform all Article 36 organisations directly via email
- [LinkedIn](#) #EFSAProcurement
- EFSA scientific cooperation plan
- Promotional activities for some calls: pre/post launch info sessions; market research



# HOW TO APPLY

## Procurement

- **Application** either via email or e-submission depending on procedure type (OCs [EU Funding & Tenders Portal](#))
- **Timescales to apply** varies from procedure to procedure but there are some minimum timescales set in law
- **Evaluation** carried out by EFSA staff and provide detailed feedback to all tenderers on their offer
- **Evaluation Criteria** exclusion; selection (*experience*); quality; price
- **Time launch to contract:**  
2M+2M+2M = 6 months average

## Grants

- **Application** e-submission from Q2 2023 [EU Funding & Tenders Portal](#)
- **Timescales to apply** varies from procedure to procedure
- **Evaluation** carried out by EFSA staff and provide detailed feedback to all applicants on their proposals
- **Evaluation Criteria** exclusion; selection (*experience*); quality
- **Time launch to grant:**  
4M+2M+2M = 8 months average



# CONTRACT/GRANT AWARD

## Procurement

- **Funding:** the amount of the contract is set out in the procurement documents
- **Documents required for contract signature:** judicial record, tax certificate, social security payments, evidence of turnover, institutional DoIs, individual DoIs for some project team members
- **Contract negotiation:** draft contract published with call. Negotiation of T&Cs not generally possible, any concerns about T&Cs should be raised during clarification stage before offer submission

## Grants

- **Funding:** the maximum amount of the grant is set out in the call documents
- **Documents required for grant signature:** individual DoIs for some project team members
- **Grant negotiation:** draft grant agreement published with call. Negotiation of T&Cs not generally possible, any concerns about T&Cs should be raised during clarification stage before proposal submission



# HOW TO READ AN EFSA CALL (EXAMPLE)



The screenshot displays the EFSA website interface. At the top left is the EFSA logo (European Food Safety Authority) with the text 'EUROPEAN FOOD SAFETY AUTHORITY'. To the right are language options ('EN English'), a calendar icon, and a search bar with the placeholder text 'Search news, topics, publicat...'. Below the header is a navigation menu with items: 'About', 'Newsroom', 'Topics', 'Resources', 'Publications', 'Applications', 'Engage', and 'Careers'. The main content area shows a breadcrumb trail: 'Home / Grants / GP/EFSA/BIOHAW/2023/03 Animal care & welfare: dairy herd welfare indicators. Risk-based model for d...'. The title of the call is 'GP/EFSA/BIOHAW/2023/03 Animal care & welfare: dairy herd welfare indicators. Risk-based model for dairy herd welfare: Field data collection'. Below the title, it states 'Published: 27 June 2023', 'Deadline: 15 September 2023 - 23:59 (CEST)', and 'Expired'. There are social media share icons for Twitter, Facebook, and LinkedIn. A list of links includes 'Call for proposals and guide for applicants' and 'Annex 1: Draft Grant Agreement'. A 'Clarifications' section follows with links for 'Clarification 1' and 'Clarification 2'.

**efsa** EUROPEAN FOOD SAFETY AUTHORITY

EN English Calendar Search news, topics, publicat...

About Newsroom Topics Resources Publications Applications Engage Careers

Home / Grants / GP/EFSA/BIOHAW/2023/03 Animal care & welfare: dairy herd welfare indicators. Risk-based model for d...

## GP/EFSA/BIOHAW/2023/03 Animal care & welfare: dairy herd welfare indicators. Risk-based model for dairy herd welfare: Field data collection

**Published:** 27 June 2023 **Deadline:** 15 September 2023 - 23:59 (CEST) **Expired** Share:   

- [Call for proposals and guide for applicants](#)
- [Annex 1: Draft Grant Agreement](#)

**Clarifications**

- [Clarification 1](#)
- [Clarification 2](#)



# USEFUL INFORMATION



EFSA G&P animation

<https://youtu.be/m3JXWr6qSGw>



[EFSAProcurement@efsa.europa](mailto:EFSAProcurement@efsa.europa)



#efsaprocurement



<https://www.efsa.europa.eu/en/rss>

sign up for alerts on G&P

