

Subcontracting of a Local Technical Expert

Project: SheEmpower

Contracting Authority: Green Line Company (Partner 7)

Project Title: Unleashing the Power of Female Entrepreneurs in the Mediterranean (SheEmpower)

Programme: Interreg NEXT MED Programme – Priority 1.2

Duty Station: Cairo Governorate, Egypt

Contract Type: Service provider (**Local Technical Expert**)

Duration: 27 months, subject to annual performance review

Reports to: Green Line Company (Partner 7)

1. Background

The project is co-financed under the Interreg NEXT MED Programme and aims to deliver structured outputs across Empowering Women's Skills: Transnational Skills Development & Improving Female Entrepreneurs; Empowering Women's Business; Empowering Women's Innovation: Transnational Support for Women-Led Start-ups/SMEs . The SheEmpower project aims to enhance women's economic empowerment in the Mediterranean. Green Line Company (Partner 7) acts as Contracting Authority for the present subcontracting procedure.

2. Objective of the Assignment

To provide structured project management and technical support to Green Line Company in the implementation of activities and delivery of outputs under WP3, WP4, and WP5, ensuring:

- Timely implementation of activities
- Technical quality of outputs
- Proper reporting and documentation
- Contribution to performance indicators and deliverables

3. Scope of Services

The Expert shall work locally and directly with Green Line Company and coordinate with the Lead Partner and other project partners.

A. Under WP3 – Empowering Women's Skills

- Support Training Implementation.
- Support Mentorship program
- Assist in preparation of deliverables and technical reports.
- Monitor progress against project indicators.
- Provide technical input during consortium meetings.

B. Under WP4 – Empowering Women’s Business

- Support Training Implementation

C. Under WP5 – Empowering Women’s Innovation

- Support and organize SheEmpower Innovation Award.
- Contribute to Services package to establish SMEs/Spin-offs.
- Contribute to organization of SheEmpower MED Innovation Exhibition.
- Support SheEmpower platform development.

4. Deliverables

The Expert shall produce:

- Quarterly technical progress reports.
- Platform Structure report
- Conduct testing on project platform
- Gathering information from all partners to feed the platform
- Contribute to the training needs assessment report
- Contribute to the training courses outline development
- Training implementation report
- SheEmpower MED Innovation Exhibition report
- SheEmpower Innovation Award

Deliverables must align with the approved Application Form and Programme indicators.

5. Duration: Estimated duration: 27 months; Estimated start date: 15 March - 1 April 2026

6. Place of Performance: Cairo, Egypt. Regular meetings with Green Line Company (Partner 7).

7. Eligibility Criteria (Administrative Compliance)

Applicants must:

- Be Egyptian nationals.
- Provide valid national ID and tax registration (if applicable).
- Not be in any exclusion situation under EU Financial Regulation principles.
- Provide signed declaration of honour.

8. Minimum Qualification Requirements

Education: Bachelor’s degree (minimum).

9. Professional Experience

- Minimum 10 years of professional experience in project management.
- Minimum 10 years of professional experience in EU-funded projects (Interreg, ENI CBC MED, Horizon, Erasmus+, PRIMA, etc.).

- Proven experience in drafting technical reports and deliverables.
- Experience in multi-partner international environments.
- Experience minimum 10 years in similar projects in particular with the target group “Women”

10. Technical Competencies

- Strong knowledge of EU project lifecycle management.
- Familiarity with logical framework and indicator tracking.
- Risk management and mitigation planning.
- Excellent reporting and documentation skills.
- Proficiency in English (written and spoken).

11. Evaluation Criteria

Award method: Best value for money (quality-price ratio).

A. Technical Evaluation – 85 Points

Criterion	Max Points
Relevant education	5
Experience in EU-funded projects	20
Project management experience	25
Proven experience in reporting	10
English Language skills	10
Experience in similar projects with the target group “Women”	15

Minimum technical threshold: 70/85.

Financial Evaluation (15 points)

- Lowest compliant offer receives 15 points.
- Other offers scored proportionally.

Final Score = Technical (85%) + Financial (15%)

12. Reporting & Supervision: The expert will report directly to Green Line Company (Partner 7). Monthly progress meetings. Submission of written progress updates.

13. Payment Conditions

Smerster (6months)	Instalment no	% of the contract	deliverables
1st semester	1	15%	Quarterly technical progress reports. Contribute to the training needs assessment report Platform Structure report
2nd semester	2	30%	Contribute to the training courses outline development Training implementation report Platform Structure report
3rd semester	3	25%	Conduct testing on project platform SheEmpower MED Innovation Exhibition report SheEmpower Innovation Award
4th semester	4	20%	Conduct testing on project platform SheEmpower MED Innovation Exhibition report SheEmpower Innovation Award
5th semester	5	10%	Final technical report

14. Conflict of Interest & Ethical Standards: The selected expert must sign a Declaration of Impartiality. Ensure confidentiality of project data. Failure to comply may lead to contract termination.

15. Application Procedure

Applicants must submit:

- CV (EU format recommended)
- Cover letter
- Proven professional experience in project management.
- Proven professional experience in EU-funded projects (Interreg, ENI CBC MED, Horizon, Erasmus+, PRIMA, etc.).
- Proven professional experience in similar projects in particular with the target group “Women”
- Financial offer (lump sum or daily rate)
- Declaration of honor

Deadline: 09/03/2026 (14:00 Cairo Time)

Applications should be sent to the following email: project.eg24@gmail.com