**‘Nordic Industry 4.0 Skills Summit’**

1. **Background**

The Danish Business Authority (DBA) is currently leading a Nordic project with the purpose of enhancing the level of automation and digitisation in Nordic manufacturing companies. The project was initiated in 2015 as part of the Danish chairmanship for the Nordic Council of Ministers.

As part of the project, potentials and barriers for enhanced digitisation and automation in the Nordic manufacturing sector have been identified. Furthermore, extensive research on what policy measures that already exist in the Nordic countries to address the identified barriers was then carried out. Based on an assessment of whether and how it is possible to increase the value of the existing initiatives at a joint Nordic level, suggestions for four cross-Nordic initiatives were developed, one of them being an annual Nordic summit centred on the supply and demand of relevant skills in the manufacturing sector.

1. **A Nordic summit focused on the supply and demand of skills**

The transition towards Industry 4.0 significantly raises the demand for digital skills and competencies at all levels in the manufacturing sector. Industry 4.0 skills need to be put at the forefront of the strategic agenda of SMEs, and there is a need for encouraging educational institutions, industry and students to work more closely together in order to meet future skills demand.

In order to accelerate and strengthen collaboration in the Nordic manufacturing regions, DBA wishes to develop a concept for a Nordic summit, where the first pilot event should be organised and completed during the fall of 2017. The concept should focus on manufacturing SME’s and the supply/demand of skills, and deal with barriers such as insufficient competency level and low awareness on digitisation and automation. In a long term perspective, the goal is for this event to become a yearly, Nordic event hosted by a different city/region in one of the Nordic countries.

* 1. **Target group**

The summit should focus on attracting and bringing together students at vocational schools/colleges, (manufacturing) SMEs as well as technical and business oriented students at universities in the Nordic region.

* 1. **Purpose and expected outcome**

The purpose of the summit will be aimed at putting Industry 4.0 at the forefront of the strategic agenda and showcase the possibilities for participating SMEs across the Nordic countries.

The summit itself is also aimed at creating a venue where skills demand (companies) will meet skills supply (vocational schools and universities) as well as inspire students at vocational schools, technical colleges and universities to pursue an Industry 4.0-focused career. The aim of the concept is to motivate more students to pursue a career within manufacturing and acquire relevant skills (e.g. digital skills).

1. **Deliveries**

* Develop a concept for a Nordic skills summit that meets the above mentioned description (target group, purpose and expected outcome).
* Organize and facilitate the event.
* Communication, announcement etc., in order to attract as many participants as possible.
* The event must take place during the fall of 2017 in one of the Nordic countries. The event during the fall of 2017 could serve as a pilot event for future events to come.
* As a way to create synergy and attract a large number of relevant participants/ stakeholders,it is possible to develop and furthermore facilitate an event, which takes place alongside an event during the fall of 2017 that has a similar scope/target group.

1. **Tender should include:**

* A time plan and a description of activities and deliveries (including planning and execution of event).
* A description of organisation and relevant competencies chosen to the project. If the tender should include partners, a letter of intent should be included.
* A program draft (e.g. ideas on specific event elements: keynote speakers, match making).
* Estimate of price (the tender cannot exceed a total price of 30,000 euro exclusive VAT). This amount includes all kinds of expenses.
* Deadline for submission of tender is August 7, 12 pm. The tender must be delivered in a physical copy at Langelinie Allé 17, 2100 Copenhagen, Denmark.
* The tender must be in English and no more than 5 pages of 2,400 characters per page (not including appendixes).

1. **Assessment criteria**

The DBA will identify the most economically advantageous tender based on the award criteria “best price-quality ratio”. The selection of the tender with the best price-quality ratio will be based on the following sub-criteria:

* Quality and understanding of task (e.g. relevance of concept and proposed program as well as Nordic added value: the event should focus on gathering students, companies and other relevant stakeholders from the whole region).
* Activities and deliveries
* Organisation and competencies (relevance of organisation and competencies and experience with hosting similar events)
* Price

1. **Contract**

A draft of the final contract has been attached in Appendix 1.

The contract establishes the obligations and rights that will be applicable between the parties of the contract in connection to the delivery of services included in this description. It should be noted that the basic conditions included in the draft cannot be changed.

The DBA expects to sign the contract in week 33.