



**DIGITBRAIN**

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## DIGITbrain 1<sup>st</sup> OPEN CALL

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### Requirements for Independent Experts

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The DIGITbrain consortium is looking for Independent Experts with relevant expertise in **Digital Twins for the manufacturing sector and ICTs advanced technologies** - mainly Artificial intelligence, Edge/Cloud Computing and HPC - to evaluate experiment proposals under the DIGITbrain 1<sup>st</sup> Open Call.

**BECOME AN EXPERT!**



This project has received funding from the European Union's Horizon 2020 research and innovation programme under grant agreement No 952071

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## 1. What is DIGITbrain?

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DIGITbrain project has the ambition to transform the CloudiFacturing Solution and ecosystem (developed in the H2020 [CloudiFacturing Project](#)) towards the requirements of **Manufacturing as a Service (MaaS)**, utilising the Digital Brain and its underlying technology components as the main innovation of the project. MaaS is a smart business model that aims to democratise the access of advanced digital technologies and advanced manufacturing technologies to manufacturing SMEs.

There are six **Digital Innovation Hubs (hereafter DIHs)** participating in the DIGITbrain project, that will become the enablers of such holistic democratisation, by providing access to their own or leased advanced manufacturing facilities or by brokering the advanced manufacturing facilities within their region, which will be equipped with the DIGITbrain technology.

DIGITbrain project will conduct three waves of experiments, that will run over the DIGITbrain Solution. The first wave includes seven internal application experiments that have already started. The second and third waves (the two Open Calls) are planned to **attract new Third Parties** (especially manufacturing SMEs and mid-caps) to perform experimentation, in order to **extend and validate DIGITbrain solution** under development and make SMEs more competitive by transferring innovative solutions into the wider manufacturing community.

Expected experiments under this open call will be focused on creating **customized industrial products** and facilitating cost-effective distributed and localized production for manufacturing SMEs or mid-caps, by leveraging **edge, cloud and HPC-based modelling, simulation, optimization, analysis and machine learning tools** by means of augmenting the concept of Digital Twin with a memorizing capacity towards:

- a) recording the provenance and boosting the cognition of the Industrial Product over its full lifecycle, and
- b) empowering the network of DIHs to implement the smart business model MaaS.

The experiments should be modelled and simulated using **Digital Twins and Artificial Intelligence-based mechanisms** so that during the experiment's execution, data, models, and algorithms are incorporated and validated in the **DIGITbrain testbed**.

Precise information about the current DIGITbrain testbed, the DIGITbrain Solution (under development) as well as the envisaged final DIGITbrain Solution is explained in a separate technical document, called "**Short Technical Description**" available [here](#).



## 2. Key Call Details

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DIGITbrain 1<sup>st</sup> Open Call has been launched the 31<sup>th</sup> of March, 2021 and will be open during **3 months** until the 30<sup>th</sup> of June, 2021.

The evaluation and selection process will take two months, from 1<sup>st</sup> July 2021 to 31<sup>th</sup> August 2021, including the eligibility check process during the first two weeks.

The contracting process with Third Parties will take one month, from 1<sup>st</sup> to 30<sup>th</sup> September 2021.

The duration of the experiment is **12 months** (from 1<sup>st</sup> October 2021 to 30<sup>th</sup> September 2022)

**At least seven experiments are expected to be funded under the 1<sup>st</sup> Open Call.**

Each experiment can request a contribution **up to 100,000 EUR per experiment and 60,000 EUR per Third Party<sup>1</sup>.**

The following types of organizations and companies can be Third Parties:

- End Users from the **manufacturing sector** will be driving the experiments. Preferably an SMEs but also mid-caps<sup>2</sup>.
- Independent Software Vendors (ISVs).
- Engineering or software consultants.
- Research Organizations.
- High-Performance Computing (HPC) providers.
- Any organization that will act as a Digital Innovation Hub (DIH).

An experiment consortium has to meet the following requirements:

1. The minimum number of partners in an experiment consortium must include:
  - One **End User** (SME and mid-cap manufacturing companies) and
  - One entity acting as **Technical partner** among ISV (SMEs and mid-cap), engineering or software consultant, or research organization.
2. All Third Parties must come from **European Member States<sup>3</sup>, Associated Countries** or the United Kingdom.

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<sup>1</sup> EC rules about maximum financial support to Third Parties. Besides, according to the EC rules, no Third Party is allowed to have received more than 100,000 EUR from Horizon 2020 I4MS and SAE Open Calls.

<sup>2</sup> There is no common EU definition of mid-cap companies. In the context of this Open Call, mid-cap are considered those that have between 250 and 3000 employees.

<sup>3</sup> To see Horizon 2020 country profiles, go to: ([https://ec.europa.eu/info/research-and-innovation/statistics/framework-programme-facts-and-figures/horizon-2020-country-profiles\\_en](https://ec.europa.eu/info/research-and-innovation/statistics/framework-programme-facts-and-figures/horizon-2020-country-profiles_en))



### 3. Evaluation Process & Independent Expert's role

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Eligible proposals will be evaluated/assessed **by two Independent Experts** and **one internal expert** (from DIGITbrain technical core partners team).

The two independent experts will oversee the proposals and ensure maximum complementary and impact, as well as economic feasibility. The internal experts also will check technical feasibility and compliance with the technical capabilities of the DIGITbrain solution.

The three of them must fill the assessment form individually, including justifications for their marks and following the evaluation criteria included in the Open Call documents of the project and requirements presented in the proposal template, considering the range of scores to be used and the weights for each criterion.

The work carried out by the Independent Experts is essential in DIGITbrain's Open Calls. Therefore, their selection is an important process to ensure a proper evaluation of the application experiments. This selection is the responsibility of CTA, and is carried out in a clear and transparent manner following the criteria established in this document.

### 4. Who can be an Independent Expert?

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Independent Experts must be individuals who reside in one of the **European Member States, Associated States or United Kingdom**.

All experts carrying out the evaluations must meet the criterion of **independence**, which means that they have not worked in one of the DIGITbrain consortium companies for the last 3 years.

It will be ensured that there is no conflict of interest with the companies submitting the experiment proposals. For that, once the open call is closed and the companies to be evaluated are known, the evaluators must sign a **declaration of honor** before starting the evaluation process.

Experts must be **experienced evaluators** with expertise and knowledge in **Digital Twins** and **industrial products** for manufacturing sector. Besides, experts must have knowledge in some of the relevant technologies involved in DIGITbrain project, mainly **Edge/Cloud computing, HPC** and **Artificial Intelligence-based tools**.

Please note that the evaluation work is performed entirely **in English**, hence the experts must be able to effectively communicate and write in English.

The selection process for experts seeks to ensure that the profile of those selected meets the minimum requirements established for evaluating the application experiments submitted in the DIGITbrain 1<sup>st</sup> Open Call.



## 5. Independent Experts selection's criteria

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For the selection of the experts, the following criteria will be considered:

- **Criterion 1: Technical background experience.** With 70 % of weight over the final score. It will be assessed the experience in the main areas and technologies covered by the DIGITbrain project. This criterion shall be assessed on a scale from 0 to 3, being one of the following:
  - 0 points: no experience at all.
  - 1 point: less than 5 years of experience in the relevant fields of the DIGITbrain project.
  - 2 points: more than 5 years of experience in the relevant fields of the DIGITbrain project.
  - 3 points: more than 10 years of experience in the relevant fields of the DIGITbrain project.
- **Criterion 2: Previous experience as evaluators.** With 30 % of weight over the final score. It will be assessed the number of years of experience of the evaluator in evaluation processes. This criterion shall be assessed on a scale of 0 to 3, being one of the following:
  - 0 points: no experience at all.
  - 1 point: less than 2 years of experience as evaluator both in a regional, national or EC programs.
  - 2 points: between 2 - 5 years of experience as evaluator both in a regional, national or EC programs.
  - 3 points: more than 5 years of experience as evaluator both in a regional, national or EC programs, and/or experience in open calls such as: I4MS, SAE or CloudiFacturing.

0 points in any of these criteria will be cause of rejection. The scores obtained in both criteria will be multiplied by 10 and weighted according to the 70-30% weight. Minimum score possible is 10 points and maximum 30 points. A ranking list will be done after considering these criteria.

Besides, in case of ties other re-awarding criteria will be considered following the EC recommendations regarding gender and regional distribution.

## 6. Conditions & responsibilities as Independent Expert

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DIGITbrain partners rely on selected experts regarding their technical and market know-how within their field of expertise to provide objective assessments consisting of scores, comments and recommendations.

From 1<sup>st</sup> June 2021 onwards, the experts will be contacted to inform them whether or not they have been selected. The selected experts must:



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- **Read carefully all existing documentation** related to the open call, prior to the start of the evaluation.
- **Attend the training webinar** (1h 30 min session) organized by CTA on 22<sup>th</sup> June 2021, prior to the start of the evaluation.
- Ensure **compliance** with applicable national tax and social security law.
- Sign a contract with CTA as DIGITbrain open call manager partner.
- Must immediately inform CTA, if she/he cannot fulfil her/his obligations under the Contract or becomes aware of other circumstances likely to affect the contract.
- Must assess their assigned proposals in due time (from 15<sup>th</sup> July to 15<sup>th</sup> of August).

Selected evaluators will be added to the DIGITbrain evaluator database.

## 7. Payments terms

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Payments are subject to DIGITbrain approval of the evaluation process and will be based on flat rates per proposal evaluation according to EU funding schemes standards.

Payments will be made in euros, within 30 days from finalizing the evaluation process, once the expert issues a receipt and send it to CTA. The payments will be made to the bank account specified by the expert in the contract.

Experts will be remunerated **180 € per assessed proposal**, VAT included.

DIGITbrain will pay the experts **per evaluated proposal**.

It is expected that each expert is assigned **between 2 - 4 evaluations** during the 1<sup>st</sup> Open Call. DIGITbrain considers that 2 proposal can be assessed in one working day (remotely).

The total number of assigned proposals will vary depending on the total number of proposals received and accepted evaluators.

DIGITbrain partners reserve the right to refuse to provide a financial contribution in case of non-performance or poor performance of the work and/or breach of any substantial obligations.

## 8. Contract dates

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It is expected that the contract is signed between CTA and the Independent Experts **from 1<sup>st</sup> to 30<sup>th</sup> June 2021**. The execution of the evaluations shall not start before the contract has been signed or before the specific date specified in the contract. Work will follow the timetable of the DIGITbrain project.



Amendments may be made to the contract(s) only in exceptional cases where the amendment is considered by CTA to be necessary for the completion of the project and following the provisions of the draft contract.

## 9. Procedure and timing

Prior to assigning proposals to external experts, DIGITbrain partners will perform an eligibility check according to criteria defined in the Guide for Applicants. As above-mentioned, each eligible proposal will be assigned to two Independent Expert and one internal expert from the DIGITbrain consortium.

The overall evaluation process shall take maximum 60 days, starting from the closing date of DIGITbrain open call (30<sup>th</sup> June 2021, 17.00 CEST).

Within this timeframe, the independent experts, as well as the internal ones, **shall assess their assigned proposal in maximum of 30 days, from 15<sup>th</sup> July to 15<sup>th</sup> of August.**

The diagram below illustrates the whole evaluation process and key dates:



## 10. How to apply

Expressions of Interest for becoming an independent expert must be notified through [opencall@digitbrain.eu](mailto:opencall@digitbrain.eu) by **31<sup>th</sup> May at 14:00h (CEST Time)**.

Email's subject could be: DIGITbrain Call for Independent Experts\_Eol\_[*candidate's surname*]

All candidates are required to send us their **updated CVs and a brief Excel file** in which they can summarize and highlight their relevant technical background and their experience as evaluators.







Any clarification or query can be sent directly to the contact email address: [opencall@digitbrain.eu](mailto:opencall@digitbrain.eu)

## 11. Confidentiality and data protection

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Confidentiality is required for all experts in the performance of tasks following this call for tender, as they might come into contact with confidential information during the course of their work.

Any breach of confidentiality will be treated as professional misconduct and could lead to the termination of the contract. CTA reserves the right to instigate any legal proceedings for breach of confidentiality necessary. Specific requirements relating to personal data and the protection thereof are set out in the contract. The contractor is responsible for ensuring that all data to which he/she or his/her staff become party during the execution of the contract must be treated confidentially and in conformity with EC regulation No 45/20011.



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