



Invitation to Tender for Project Set-Up Services

Fixed Term Contract with immediate start to support
the project set-up of E-Data on behalf of
Manufacturing Northern Ireland

December 2025

Tender Document for Supply of Management Services

Invitation to Tender for Project Set-Up Management Services

Introduction

This tender document invites suitably qualified and experienced individuals or organisations to submit proposals for the provision of management services to set up, on behalf of Manufacturing Northern Ireland, the new E-DATA project led by Ulster University and supported by SEUPB. The successful tenderer will be responsible for overseeing the initial stages of project development, onboarding staff, ensuring timely delivery, and meeting all specified objectives.

Project Overview

E-DATA is a cross-border initiative funded through the PEACEPLUS Programme, designed to accelerate digital adoption, innovation, and sustainability among SMEs across Northern Ireland and the Border Counties of Ireland.

Led by Ulster University in partnership with Atlantic Technological University (ATU), Innovate-NI, Sustainable NI and Manufacturing NI, the programme aims to enhance productivity, resilience, and competitiveness through digital transformation of SMEs in Northern Ireland and Ireland's border counties and facilitate cross-border collaboration by establishing the E-DATA Collaborative Network – a shared innovation ecosystem connecting SMEs, academia, and industry.

Through these, E-DATA will promote a peaceful, prosperous, and digitally inclusive cross-border economy, aligning with PEACEPLUS's objective of supporting sustainable growth and cooperation across the region.

Scope of Services

- Oversee the recruitment and onboarding of new staff
- Resource identification and mobilisation
- Stakeholder engagement and communication
- Establishing project governance and reporting frameworks
- Providing progress updates to the Manufacturing NI Board

Contract Period

- Fixed term, beginning in December 2025 concluded by the end of March 2026.
- Expected to be a period of up to 10 working days

Eligibility Criteria

- Demonstrable experience in project management and set-up
- Experience of working with a voluntary Board of a business representative body.
- Proven track record in delivering similar services
- Ability to commence work immediately

Submission Requirements

- Company or individual profile and relevant experience
- Details of proposed project manager and team
- Proposed timeline and key milestones
- Fee structure and payment terms

Evaluation Criteria

Tenders will be evaluated based on the following criteria:

- Value for money (50%)
- Relevant experience and expertise (30%)
- Capacity to deliver within required timeframes (20%)

Submission Instructions

All tenders must be submitted electronically to Treasurer of Manufacturing NI, Con O'Neill to con.oneill@manufacturingni.org and copying info@manufacturingni.org **by 5.00pm on 19/12/2025**. All queries to be submitted in writing to info@manufacturingni.org by 18/12/2025.

Selection will take place on Monday 22/12/25. Please identify if you can attend an online interview that day.

Late submissions will not be considered.

Terms and Conditions

- The organisation reserves the right to accept or reject any or all tenders.
- All costs incurred in preparing the tender are the sole responsibility of the tenderer.
- Shortlisted tenderers may be invited for an interview or clarification meeting.