



LOCALITY

Circularity Powered by Algae

Ethics advisor

Tender



Funded by
the European Union

1. Tender description

1.1. Purpose and scope

This tender aims to secure an independent external ethics advisor for one HORIZON project for which NIVA is the Coordinator. LOCALITY is funded under *the EU Mission: Restore our Ocean and Waters* and has associated ethics issues. With a duration spanning four years and a total budget of EUR 9.8 million, the need for robust ethical oversight is vital.

The selected ethics advisor will conduct impartial assessments of the Consortium's activities to ensure strict adherence to their respective ethics policies and facilitating our commitment to advancing best-practice contributions in project implementation and relevant fields. This responsibility includes comprehensively evaluating regular ethics self-assessment deliverables, participate in the reporting to the Commission, and engaging in constructive dialogues with consortium members to address potential ethical challenges or shortcomings.

1.2. Estimated time

The anticipated total commitment is 120 hours, with specific details in Table 1. It is important to note that this figure serves as an estimate, and the actual total value may vary slightly, either falling below or exceeding the estimated amount.

Table 1 – Overview of the estimated time used by LOCALITY ethics advisor to assess consortium activities adhering to respective ethics policies

Task	Estimated number of hours
Contribute to the Memorandum of understanding and approve an ethics working plan.	3 days = 24 hours
Interact with WP leaders	1 day per year = 32 hours
Write and revise ethics deliverables	2 days per deliverable = 64 hours
Total	120 hours in 4 years

2. Requirements

2.1. LOCALITY – general overview

The LOCALITY Project (101112884) was funded under the call HORIZON-MISS-2022-OCEAN-01-06 (Lighthouse in the Baltic and the North Sea basins – bringing sustainable algae-based products and solutions to the market). "Nature-positive algae-based food, agriculture, aquaculture and textile products made in North and Baltic Sea ecosystems" is a four-year Innovation Action project with a budget of 9.8 million €. The main objective of LOCALITY is to develop circular and sustainable value chains, linking critical industrial players to stimulate co-creation and bring new and innovative algae-based products to regional and global markets while protecting and restoring Europe's aquatic ecosystems.

LOCALITY sets the basis for the market to uptake innovative, socially responsible, and sustainable food, aquafeed ingredients, agriculture, and textile products formulated using algal biomasses and ingredients from side streams and the Baltic and North Seas, demonstrate their social and economic benefits, define commercialisation strategies, and ensure consumer and market acceptance. The Consortium will disseminate the project results,

developed technologies, and products to relevant stakeholders, thus fostering the replication of such circular ecosystems.

LOCALITY is based on novel approaches and innovative products involving local stakeholders and international markets. The Consortium is completely market-oriented, with industrial partners addressing all value chains. Value chain reinforcement, consumer perception and acceptance, regulatory and technological barriers surpassing, business models, and market strategy development are key LOCALITY components. The designed products will gain a strong position in the European marketplace in the coming years.

2.2. Ethics advisor scope

The ethics advisor will interact with the consortium members, ensuring that the following topics comply with the national and international ethics standards:

1. **Human participation and data protection;**
2. **Human cell lines;**
3. **Animal experimentation (fish);**
4. **Environmental considerations (biostimulant field experiments)**
5. **Compliance with the Nagoya Protocol.**

While the ethics advisor can enjoy flexibility in structuring their work plan to evaluate compliance, the following activities are anticipated as essential components:

1. **Evaluation and approval of an initial ethics work plan;**
2. **Ethic evaluation and monitoring of critical tasks and consortium self-assessment reports (associated with the delivery dates described below in section 2.3);**
3. **Availability for online calls with project participants on the basis of need;**
4. **Production of official deliverables with the appropriate resources on the project ethics policy;**
5. **Possible deliverable revision based on comments and suggestions from the EC.**

2.3. Delivery schedule

The four deliverables to be submitted to the European Commission are scheduled for January 2024, November 2024, May 2026, and May 2027. The deliverables must be sent to the project coordinator 7 days prior to the deadline. The payments will be associated with the delivery dates.

2.4. Payment schedule

The payment will be subdivided into four equal parts, with each part corresponding to the successful completion of the specific deliverables described above. This structure ensures transparency, accountability, and alignment with project needs and milestones. Payments will proceed associated with delivery dates and based on invoices.

2.5. Instructions to bidders

Prospective bidders are required to provide the following information and documents as part of their submission:

1. **CV** - Include a comprehensive CV for the person or organization, highlighting their essential qualifications and relevant experience.
2. **Letter of intent** - Provide a concise summary of your own/organization's relevant experience in executing tasks related to the one outlined in this tender. Include details of past projects, clients, and outcomes that demonstrate your capability and expertise.

3. **Price proposal** - Submit a detailed pricing proposal outlining the cost structure. The proposal should be comprehensive, transparent, and broken down to reflect the four payment milestones, as outlined in Section 2.4.
4. **Contact information** - Ensure that your submission includes up-to-date contact information.

Questions: If bidders have any questions or require clarifications regarding this tender, they are encouraged to submit their inquiries in writing to Margarida Costa (margarida.costa@niva.no) no later than November 20th.

More information: More information about the project can be found on the [project website](#). More information about the Ethics advisor role can be found in the [EU Guidance Document](#).

2.6. Deadline for submissions

The deadline for the submission of bids is **November 27th at 23h59 CET**. Late submissions will not be considered.

