

Appendix I to the Tender Specifications

EMSA/NEG/2/2026 for Study on Waste from Ships

Selection Criteria - Technical and professional capacity for the Project Team

1. Introduction

1.1 General considerations

This appendix contains the Selection Criteria -Technical and Professional capacity of the project team for the *Study on Waste from Ships* to be contracted and serves as a template to be used by the tenderers to submit their tender.

The tenderer shall complete this Appendix and submit it as the reference concerning fulfilment of the Technical and professional capacity of the project team:

- Select the relevant option in the Fulfilment field.
- Include the requested information in description fields.
- Annex the CVs of the team member.
- Please do not submit additional documents unless expressly requested. Any attached documents shall be strictly limited to evidence relevant to the specific criteria being addressed and shall not include unrelated or extraneous information.

Tenderers shall use the formatting styles already available in the Word document provided by EMSA. If needed, additional spaces can be added in the “Description” field.

EMSA reserves the right to request additional evidence (e.g. diploma degree) or verify the submitted evidence (e.g. contact previous employer) during evaluation and contract implementation.

Please note that every team member shall fulfil all the selection criteria associated to the respective profile for the Tenderer to be considered as fulfilling Selection Criteria. Failure to fulfil Selection criteria will lead to the rejection of the tender.

2. Selection Criteria

2.1 Technical and professional capacity by staff

Please complete Table 1 with the relevant information on **the (at least 3) persons of the Team** who will be responsible for the implementation of the Contract.

Table 1 Selection Criteria: Technical and professional capacity for the project team

Team Member Name	Profile	Requisite	Fulfilment	Description	
	Project Manager (PM)	University degree (at least 3-year university degree or equivalent)	Please choose:	University (name, address, email)	[INSERT INFORMATION]
				Subject	[INSERT INFORMATION]
				Duration	[INSERT INFORMATION]
		C1 English verbal and writing skills	Please choose:		
		Technical expertise in database and data analysis capabilities (mandatory for at least one team member)	Please choose:	[INSERT INFORMATION]	
		At least 3 years of experience as a project manager in areas related to projects in the shipping sector and on environmental topics, and in managing complex, multidisciplinary studies.	Please choose:	Please indicate (max one page per project):	
				Employer information (name, address, email)	[INSERT INFORMATION]
				Project name	[INSERT INFORMATION]
				Project Manager (duration)	[INSERT INFORMATION]
				Description of the project objectives	[INSERT INFORMATION]
		At least 3 years of experience in the areas listed section 14.5.1.A of the Tender Specifications: 1) Environmental and maritime regulatory expertise	Please choose:	Please indicate (max one page per project):	
				Employer information (name, address, email)	[INSERT INFORMATION]
				Project name	[INSERT INFORMATION]
				Job title (tasks, duration)	[INSERT INFORMATION]

Team Member Name	Profile	Requisite	Fulfilment	Description	
		2) Shipboard waste practices and reduction technologies 3) Experience with stakeholders		Description of the project objectives	[INSERT INFORMATION]
	2nd team member	University degree (at least 3-year university degree or equivalent)	Please choose:	University (name, address, email)	[INSERT INFORMATION]
Subject				[INSERT INFORMATION]	
Duration				[INSERT INFORMATION]	
B2 English verbal and writing skills		Please choose:			
Technical expertise in database and data analysis capabilities (mandatory for at least one team member)		Please choose:	[INSERT INFORMATION]		
At least 3 years of experience in the areas listed in section 14.5.1.A of the Tender Specifications: 1) Environmental and maritime regulatory expertise 2) Shipboard waste practices and reduction technologies 3) Experience with stakeholders		Please choose:	Please indicate (max one page per project):		
			Employer information (name, address, email)	[INSERT INFORMATION]	
			Project name	[INSERT INFORMATION]	
	Job title (tasks, duration)		[INSERT INFORMATION]		
				Description of the project objectives	[INSERT INFORMATION]
	3rd team member	University degree (at least 3-year university degree or equivalent)	Please choose:	University (name, address, email)	[INSERT INFORMATION]
Subject				[INSERT INFORMATION]	
Duration				[INSERT INFORMATION]	
B2 English verbal and writing skills		Please choose:			
Technical expertise in database and data analysis capabilities (mandatory for at least one team member)		Please choose:	[INSERT INFORMATION]		
At least 3 years of experience in the areas listed in Part A of 14.5.1: 1) Environmental and maritime regulatory expertise		Please choose:	Please indicate (max one page per project):		
			Employer information (name, address, email)	[INSERT INFORMATION]	
			Project name	[INSERT INFORMATION]	
	Job title (tasks, duration)		[INSERT INFORMATION]		

Team Member Name	Profile	Requisite	Fulfilment	Description	
		2) Shipboard waste practices and reduction technologies		Description of the project objectives	[INSERT INFORMATION]
		3) Experience with stakeholders			
	Additional team member(s)¹	University degree (at least 3-year university degree or equivalent)	Please choose:	University (name, address, email)	[INSERT INFORMATION]
		B2 English verbal and writing skills	Please choose:		
		Technical expertise in database and data analysis capabilities (mandatory for at least one team member)	Please choose:	[INSERT INFORMATION]	
		At least 3 years of experience in the areas listed in Part A of 14.5.1:	Please choose:	Please indicate (max one page per project):	
		1) Environmental and maritime regulatory expertise		Employer information (name, address, email)	[INSERT INFORMATION]
		2) Shipboard waste practices and reduction technologies		Project name	[INSERT INFORMATION]
		3) Experience with stakeholders		Job title (tasks, duration)	[INSERT INFORMATION]
				Description of the project objectives	[INSERT INFORMATION]

¹ Add as many additional rows as needed for each additional team member.