

Terms of Reference (TOR)
Capacity Building for MSMEs on
Quality Management System (QMS) Certification Requirements and Development of an
Online Course

1. Background

The Technical Barriers to Trade (TBT) Phase III Project is one component under the new Economic Partnership Agreement (EPA) Support Programme (Phase 3), which is part of the new European Union's (EU's) Neighbourhood, Development, and International Cooperation Instrument (NDICI), which constitutes the legal basis for programming EU cooperation in developing countries during the period 2021-2027.

The Overall Objective (Impact) of this action is to advance the sustainable integration of the Caribbean region into the world economy. The Specific Objective of this action is the effective implementation and operation of the EPA to enable more trade and investments with the EU.

As Caribbean enterprises in the public and private sectors increase their use of international quality management systems and infrastructure to ensure customer satisfaction and meet the requirements of international markets, there is increased demand for capacity and knowledge in quality infrastructure management principles, practices and systems.

The objective of this consultancy is to equip micro, small and medium enterprises (MSMEs) with the knowledge and skills necessary to interpret and implement relevant Quality Management System (QMS) standards within their businesses, thereby enhancing operational efficiency, competitiveness, market access, risk management, and long-term sustainability.

The intended outputs and outcomes of the capacity building initiatives include:

Outputs:

- i. A Training Manual for QMS implementation and certification
- ii. A beginner friendly Guidebook towards QMS certification
- iii. High-quality recorded training resources that can be accessed on demand by MSMEs and other stakeholders across the region.

Outcomes

- i. Increased awareness and understanding of QMS principles and certification requirements among MSMEs.
- ii. Practical guidance on the implementation of QMS within key economic sectors.

- iii. Enhanced national capacity by training representatives of National Standards Bodies (NSBs) and Business Support Organizations (BSOs) to deliver QMS training and support Micro Small, and Medium Enterprises (MSMEs).

2. Objective of the Assignment

The overall objective of this consultancy is to strengthen the capacity of MSMEs and business support institutions in CARICOM Member States to understand and implement quality management systems in line with internationally recognized standards. The specific objectives are to develop:

- 2.1 A beginner friendly Guidebook towards QMS certification
- 2.2 A Training Manual for QMS implementation and certification
- 2.3 Sector-based QMS webinars based on the Draft QMS Training Manual: Virtual webinars (of 6 hours duration each) organised by sector with 45 – 50 total participants per webinar, drawn from all CROSQ Member States.
- 2.4 An updated beginner-level quality infrastructure training course focused on Quality Auditing.
- 2.5 A new intermediate-level quality infrastructure training course focused on Quality Auditing, following andragogy principles and suitable for hosting on CROSQ learning management system (LMS)

3. Scope of Work

The consultant will be required to:

- 3.1 Develop a beginner friendly Guidebook towards QMS certification
- 3.2 Develop a Training Manual for QMS implementation and certification. The Draft Final Training Manual (to be made available electronically) will be used by participants of the three (3) sector-based webinars. The consultant will use participant feedback from these webinars to finalise the Training Manual. The Training Manual should address at a minimum:
 - Introduction to quality management systems and their importance for MSMEs

- Overview of internationally recognized QMS standards (e.g., ISO 9001)
- Key principles of quality management
- Steps involved in implementing a QMS within an organization
- The certification process and requirements
- Common challenges faced by MSMEs and strategies for addressing them
- Benefits of QMS certification for competitiveness, market access, and sustainability

3.3 Develop and Deliver Sector-Specific QMS Webinars

- a) The consultant will design and deliver three virtual sector-specific webinars targeting MSMEs and relevant stakeholders across CARICOM Member States. Each webinar will be approximately six (6) hours long, delivered in two or more sessions. The participants will use the Draft Final Training Manual and the webinars will focus on the application of QMS principles suitable for the following sectors:
 - Services: e.g. Tourism, government,
 - Manufacturing
 - Agriculture and Agro-processing
- b) Each webinar shall:
 - Interpret QMS requirements within the context of the specified sectors
 - Provide practical examples and case studies relevant to MSMEs
 - Highlight sector-specific quality challenges and best practices
 - Include interactive components such as Q&A sessions, discussions, and/or polls

Participation in these webinars will be open to persons, drawn from MSMEs and stakeholders from all CARICOM Member States.

3.4 Review and Enhance Introductory Course and Develop an Intermediate-Level Quality Auditing Course

3.4.1 Review and Enhance Introductory Course

- a) Conduct a thorough review of the Auditing for Quality Effectiveness introductory-level course.
 - i. Analyze learner feedback, completion rates, assessment results, and engagement metrics from existing course records.
 - ii. Identify content gaps, pedagogical improvements, technical enhancements, and regional relevance opportunities.

- b) Prepare an Enhancement Report detailing findings and recommendations for improvement.
- c) Enhance the Auditing for Quality Effectiveness introductory-level course.

3.4.2 Develop an Intermediate-Level Quality Auditing Course

- a) Prepare a Course Development Report documenting course design, structure, and content rationale.
- b) Design and develop an intermediate-level quality auditing course based on andragogy principles.
 - i. Address advanced auditing techniques, standards application, organizational context, and regional quality challenges.
 - ii. Structure the course with clearly defined learning objectives, curriculum, instructional materials, assessments, and learning resources.
- c) Ensure the course is technically formatted and ready for LMS hosting, including:
 - i. Course structure and learning objectives
 - ii. Instructional materials and learning resources
 - iii. Assessments and evaluation methods
 - iv. Technical formatting for LMS hosting
 - v. Integration guidance and platform specifications
- d) Conduct pilot testing with target stakeholders (subject matter experts, quality professionals).
- e) Collect and analyze feedback; implement refinements as needed.
- f) Submit a Pilot Testing and Final Report (including learner feedback, revisions made, and lessons learned).

All materials will become the property of the Project and should be suitable for use by national institutions such as National Standards Bodies and Business Support Organizations (BSOs) in cascading Quality Infrastructure training to MSMEs and other stakeholders across CARICOM Member States.

4. Deliverables

The consultant will be responsible for the deliverables presented below.

- A. Within 3 weeks after contract commencement, a comprehensive **Inception Report and overall Work Plan** including detailing the following for each of the four areas of the scope of services:
- Proposed methodology
 - Training approach
 - High-level content outline for:
 - Beginner friendly Guidebook
 - Training Manual
 - Sector-specific QMS webinars
 - Intermediate Quality Auditing Course
- B. A **Draft Beginner Friendly Guidebook** towards QMS certification
- C. A **Final Beginner Friendly Guidebook**
- D. **Training Manual for QMS Implementation and Certification as follows:**
- a. A First Draft Training Manual for QMS implementation and certification
 - b. A Draft Final Training Manual to be used for the sector-specific webinars
 - c. A Final Training Manual for QMS implementation and certification together with the Training Report:
- E. **Sector-Specific Webinars** to include:
- a. Draft Webinar Package inclusive of the following for each sector; i.e. (i) Tourism, (ii) Manufacturing and (iii) Agriculture & Agro-Processing:
 - i. Content outline
 - ii. Facilitator guide
 - iii. Participant materials inclusive of the SME implementation guide and activities
 - iv. Slide deck
 - v. Proposed assessments
 - vi. Final Webinar Package incorporating Client-requested revisions to the Draft Webinar Package.
 - b. Delivery of Webinars using a platform to be provided by the client
 - c. Training Report details on the webinars conducted, attendees, participant feedback, recommendations and follow-up actions.

F. Quality Auditing Course Report showing the execution of the following activities related to:

- a. Enhancements for the “Introductory Level Auditing” course
- b. Draft Intermediate level **auditing** course package inclusive of the following:
 - i. Full curriculum
 - ii. Facilitator guide
 - iii. Participant materials and activities
 - iv. Slide deck
 - v. Assessments
 - vi. Methodology and recommendations for pilot testing
- c. Revised Draft Intermediate Course Package incorporating Client-requested revisions
- d. Pilot Testing Report: including feedback and recommended revisions
- e. Final Intermediate Course Package reflecting enhancements resulting from the pilot testing

5. Duration of the Assignment

The consultancy is for 20 person-days carried out over a period not exceeding **seven (7) months**, including preparation, delivery of training activities, and submission of the final report.

A detailed implementation schedule will be agreed upon between the consultant and the Project Implementation Unit (PIU) at the start of the assignment.

6. Institutional Arrangements

The consultant will work under the overall supervision of the Project Implementation Unit (PIU), CROSQ. The PIU will be responsible for:

- Coordinating with Member States and national institutions
- Supporting participant mobilization (identification and recruitment)
- Providing logistical support for virtual training sessions
- Facilitating communication with relevant stakeholders

7. Qualifications and Experience

The consultant or consulting firm should demonstrate the following qualifications and experience:

- a) Advanced degree in management, industrial engineering, business administration, or a related field.
- b) Demonstrated expertise in Quality Management Systems, particularly ISO 9001 and related certification processes.
- c) Demonstrated knowledge and understanding of Quality Infrastructure, encompassing standards development, metrology, conformity assessment, and accreditation.
- d) Proven experience supporting MSMEs in the Caribbean in implementing quality management systems.
- e) Experience designing and delivering training programmes in QI or related technical fields, including virtual training.
- f) Demonstrated expertise in quality auditing, including knowledge of auditing principles, techniques, and standards, with proven experience in developing intermediate or advanced-level training courses following andragogy principles.
- g) Experience conducting evaluations or reviews of training programmes, including analysis of learner feedback, assessment results, and engagement data.
- h) Experience developing e-learning content for Learning Management Systems (LMS), including technical formatting and platform integration.
- i) Strong facilitation and communication skills.

8. Proposal Submission and Evaluation

The proposal must be submitted in **English**. Proposals and Curriculum Vitae(s) are to be sent electronically to **Ms. Janelle Quow** at janelle.quow@crossq.org and copied to **Ms. Angela Savoury** at angela.savoury@crossq.org no later than **4:00 p.m. AST on Tuesday June 30, 2026**.

Applicants are required to submit the following:

- (a) **Technical Proposal (80% weighting):** The Technical Proposal should clearly describe:
 - i. Relevant qualifications, experience, skills, and competences as outlined above.
 - ii. Understanding of quality infrastructure, andragogy principles, and CARICOM context.
 - iii. Proposed approach and methodology for executing the four main tasks
 - iv. Quality assurance approach and learner feedback integration strategy.
 - v. Project management approach, including risk mitigation and timeline management.
- (b) **Financial Proposal (20% weighting)**

The financial proposal must include the number of person-days required for completion of the assignment and the associated person-day rate in United States dollars (USD) or Euros (EUR). It is understood that the person-day rate covers all the consultant's costs and profits.



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No travel is anticipated as part of this assignment. Therefore, no travel costs should be included.

CROSQ reserves the right to negotiate rates with the consultant whose proposal receives the highest technical score.

9. Eligibility

Before you proceed to apply, please consider the annexed eligibility requirements.





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ANNEX – EU ELIGIBILITY REQUIREMENTS

**NOTE: ENTITIES FROM BARBADOS AND TRINIDAD & TOBAGO ARE
ELIGIBLE**

EXTERNAL ACTION FINANCING INSTRUMENTS

RULES ON PARTICIPATION IN PROCUREMENT PROCEDURES AND GRANTS

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¹ Regulation (EU) 2021/947 of the European Parliament and of the Council of 9 June 2021 establishing the Neighbourhood, Development and International Cooperation Instrument – Global Europe, amending and repealing Decision No 466/2014/EU and repealing Regulation (EU) 2017/1601 and Council Regulation (EC, Euratom) No 480/2009; OJ L 209, 14.6.2021, p. 1.

² Council Regulation (Euratom) 2021/948 of 27 May 2021 establishing a European Instrument for International Nuclear Safety Cooperation complementing the Neighbourhood, Development and International Cooperation Instrument – Global Europe on the basis of the Treaty establishing the European Atomic Energy Community, and repealing Regulation (Euratom) No 237/2014; OJ L 209, 14.6.2021, p. 79.

³ Regulation (EU) 2021/1529 of the European Parliament and of the Council of 15 September 2021 establishing the Instrument for Pre-Accession assistance (IPA III); OJ L 330, 20.9.2021, p. 1.

⁴ Council Decision (EU) 2021/1764 of 5 October 2021 on the association of the Overseas Countries and Territories with the European Union including relations between the European Union on the one hand, and the Greenland and the Kingdom of Denmark on the other (Decision on the Overseas Association, including Greenland); OJ L 355, 7.10.2021, p. 6.

⁵ Regulation (EU) 2024/792 of the European Parliament and of the Council of 29 February 2024 establishing the Ukraine Facility (OJ L, 2024/792, 29.02.2024, ELI: <http://data.europa.eu/eli/reg/2024/792/oj>).

MFF 2021-2027 Instruments for External Action

1) Eligible countries for NDICI- Global Europe (NDICI- Global Europe Article 28 paragraphs 1 & 2)

Participation under geographic programmes and under the Civil Society Organisations thematic programme and Global Challenges thematic programme:

Participation in procurement and grant procedures for actions financed under geographic programmes and under the Civil Society Organisations thematic programme and Global Challenges thematic programme shall be open to international organisations and to all other legal entities who are nationals of and, in the case of legal persons, who are also effectively established in the following countries or territories:

- (a) *EU Member States* ([appendix 1](#))
- (b) *IPA III beneficiaries* (listed in the Annex I of IPA III Instrument ([appendix 2](#)))
- (c) *European Economic Area* ([appendix 3](#))
- (d) Developing countries and territories, (included in the OECD-DAC list of ODA recipients⁶), which are not members of the G20 group⁷:
 - (i) *Least Developed Countries* (LDCs) ([appendix 4](#))
 - (ii) *Other Low Income Countries* ([appendix 5](#))
 - (iii) *Lower Middle Income Countries and Territories* ([appendix 6](#))
 - (iv) *Upper Middle Income Countries and Territories* ([appendix 7](#))
- (e) *Overseas Countries and Territories* (OCTs) ([appendix 8](#))
- (f) *Member States of the OECD* ([appendix 9](#)) are also eligible when contracts are exclusively implemented in a Least Developed Country⁸ or in a Highly Indebted Poor Country (HIPC)⁹.

⁶ Please check the DAC List of ODA Recipients, effective for reporting on 2024 and 2025 flows.

⁷ Non-eligible G20 Members developing countries are: India, Indonesia, Argentina, Brazil, China, Mexico, South Africa. They are eligible under g) Türkiye is also a developing country (upper middle income) G20 Member, but is eligible as a beneficiary listed in the Annex I of the IPA III.

⁸ See [appendix 4](#) for the full list of LDCs.

⁹ HIPCs are: Afghanistan, Benin, Bolivia, Burkina Faso, Burundi, Cameroon, Central African Republic, Chad, Comoros, Côte d'Ivoire, Congo (Brazzaville), Congo (Kinshasa), Eritrea, Ethiopia, Ghana, Guinea, Guinea-Bissau, Guyana, Haiti, Honduras, Liberia, Madagascar, Malawi, Mali, Mauritania, Mozambique, Nicaragua, Niger, Rwanda, São Tomé and Príncipe, Senegal, Somalia, Sierra Leone, Sudan, Tanzania, The Gambia, Togo, Uganda, Zambia.

- (g) (i) *Developing countries, as included in the list of ODA recipients, which are members of the G20 group ([appendix 10](#))* and (ii) *any other countries and territories (ie. all countries) when the relevant procedure takes place in the context of an action financed by the Union under this Regulation in which they participate;*

The entities of countries under point g) (i) and (ii) can participate in procedures both where the country participates in the action as a donor co-financing and where the country itself is participating as a beneficiary of the action.

- (h) any countries for which *reciprocal access* to external assistance is established by the Commission.

Currently there are no such countries.

- (i) *Neighbourhood partner countries ([appendix 11](#))*
(j) *Russia* when the relevant procedure takes place in the context of the programmes referred to in Annex I of NDICI- Global Europe in which it participates;
(k) where an agreement on widening the market for procurement of goods or services to which the Union is party applies, the procurement procedures for contracts financed by the budget shall also be open to natural and legal persons established in a third country other than those specified in the basic instruments governing the cooperation sector concerned, under the conditions laid down in that agreement.

Participation under the Human Rights and Democracy thematic programme, the Peace, Stability and Conflict Prevention thematic programme and rapid response actions:

Without prejudice to the limitations inherent to the nature and objectives of the action, *all countries* are eligible for participation in contracts financed under these programmes and actions that are fully untied (i.e open without limitations).

2) Eligible countries for Regulation establishing a European Instrument for International Nuclear Safety (EINSC - Article 11)

Participation in procurement and grant procedures for actions financed under the European Instrument for International Nuclear Safety Cooperation shall be open to international organisations and to all legal entities who are nationals of and, in the case of legal persons, who are also effectively established in, the following countries or territories:

- (a) *EU Member States ([appendix 1](#))*
(b) *IPA III beneficiaries* (listed in the Annex I of IPA III Instrument ([appendix 2](#)))
(c) *European Economic Area ([appendix 3](#))*

- (d) Developing countries and territories, (included in the OECD-DAC list of ODA recipients¹⁰), which are not members of the G20 group¹¹:
- (i) *Least Developed Countries* (LDCs) ([appendix 4](#))
 - (ii) *Other Low Income Countries* ([appendix 5](#))
 - (iii) *Lower Middle Income Countries and Territories* ([appendix 6](#))
 - (iv) *Upper Middle Income Countries and Territories* ([appendix 7](#))
- (e) *Overseas Countries and Territories* (OCTs) ([appendix 8](#))
- (f) *Member States of the OECD* ([appendix 9](#)) are also eligible when contracts are exclusively implemented in a Least Developed Country¹² or in a Highly Indebted Poor Country (HIPC)¹³.
- (g) (i) *Developing countries, as included in the list of ODA recipients, which are members of the G20 group* ([appendix 10](#));
- (ii) *any other countries and territories* (ie. all countries).

when the relevant procedure takes place in the context of an action financed by the Union under this Regulation in which they participate.

The entities of the countries under g) (i) and (ii) can participate in procedures, both where the country participates in the action as a donor co-financing and where the country itself is participating as a beneficiary of the action.

- (h) *Neighbourhood partner countries as referred to in NDICI-Global Europe*;
- (i) any countries for which *reciprocal access* to external assistance is established by the Commission.

Currently there are no such countries.

- (j) other third countries where the activities take place as provided for in the specific multiannual indicative programmes, action plans or measures.

¹⁰ Please check the DAC List of ODA Recipients, effective for reporting on 2024 and 2025 flows.

¹¹ Non eligible G20 Members developing countries are: India, Indonesia, Argentina, Brazil, China, Mexico, South Africa. Türkiye is also a developing country (upper middle income) G20 Member but is eligible as a beneficiary listed in the Annex I of the IPA III.

¹² See [appendix 4](#) for the full list of LDCs.

¹³ HIPCs are: Afghanistan, Benin, Bolivia, Burkina Faso, Burundi, Cameroon, Central African Republic, Chad, Comoros, Côte d'Ivoire, Congo (Brazzaville), Congo (Kinshasa), Eritrea, Ethiopia, Ghana, Guinea, Guinea-Bissau, Guyana, Haiti, Honduras, Liberia, Madagascar, Malawi, Mali, Mauritania, Mozambique, Nicaragua, Niger, Rwanda, São Tomé and Príncipe, Senegal, Somalia, Sierra Leone, Sudan, Tanzania, The Gambia, Togo, Uganda, Zambia.

- (k) Where an agreement on widening the market for procurement of goods or services to which the Union is party applies, the procurement procedures for contracts financed by the budget shall also be open to natural and legal persons established in a third country other than those specified in the basic instruments governing the cooperation sector concerned, under the conditions laid down in that agreement.

All supplies and materials financed under this Instrument may originate from the countries and under the respective conditions specified in Article 11(1).

3) **Eligible countries for Regulation establishing the Instrument for Pre-Accession Assistance (IPA III – Article 11)**

Participation in procurement and grant award procedures for actions financed under the Instrument for Pre-accession Assistance (IPA III) shall be open to international and regional organisations and to all other legal entities who are nationals of and, in the case of legal persons, who are also effectively established in, the following countries or territories:

- (a) *EU Member States* ([appendix 1](#))
- (b) *Beneficiaries listed in the Annex I of the IPA III* ([appendix 2](#))
- (c) *European Economic Area* ([appendix 3](#))
- (d) *Neighbourhood partner countries and territories covered by NDICI* (annex I of NDICI) ([appendix 11](#))
- (e) Countries for which Commission has adopted a decision approving the request for *reciprocal access* to external assistance.
Currently there are no such countries.
- (f) Where an agreement on widening the market for procurement of goods or services to which the Union is party applies, the procurement procedures for contracts financed by the budget shall also be open to natural and legal persons established in a third country other than those specified in the basic instruments governing the cooperation sector concerned, under the conditions laid down in that agreement.

4) **Eligible countries for Council Decision 2021/1764 on the Overseas Association, including Greenland (DOAG, Article 81, cross-reference to Article 28 NDICI-Global Europe)**

Participation in the award of procurement contracts, grants and other award procedures for actions financed under the OAD-Greenland Decision shall be open to international organisations and to all other legal entities who are nationals of and, in the case of legal persons, who are also effectively established in, the following countries or territories:

- (a) *EU Member States* ([appendix 1](#))
- (b) *IPA III beneficiaries (listed in the Annex I of IPA III Instrument)* ([appendix 2](#))
- (c) *European Economic Area* ([appendix 3](#))

- (d) *Developing countries and territories, (included in the OECD-DAC list of ODA recipients¹⁴), which are not members of the G20 group¹⁵:*
- (i) *Least Developed Countries (LDCs) ([appendix 4](#))*
 - (ii) *Other Low Income Countries ([appendix 5](#))*
 - (iii) *Lower Middle Income Countries and Territories ([appendix 6](#))*
 - (iv) *Upper Middle Income Countries and Territories ([appendix 7](#))*
- (e) *Overseas Countries and Territories (OCTs) ([appendix 8](#))*
- (f) *Member States of the OECD ([appendix 9](#)) are also eligible when contracts are exclusively implemented in a Least Developed Country¹⁶ or in a Highly Indebted Poor Country (HIPC)¹⁷.*
- (g) *Developing countries, as included in the list of ODA recipients, which are members of the G20 group ([appendix 10](#)) and any other countries and territories (ie. all countries of the world) when the relevant procedure takes place in the context of an action financed by the Union under this Regulation in which they participate;*

The entities of countries under point (g) can participate in procedures both where the country participates in the action as a donor co-financing and where the country itself is participating as a beneficiary of the action.

- (h) any countries for which *reciprocal access* to external assistance is established by the Commission.

Currently there are no such countries.

- (i) *Neighbourhood partner countries ([appendix 11](#));*
- (j) *Where an agreement on widening the market for procurement of goods or services to which the Union is party applies, the procurement procedures for contracts financed by the budget shall also be open to natural and legal persons established in a third country*

¹⁴ Please check the DAC List of ODA Recipients, effective for reporting on 2024 and 2025 flows.

¹⁵ Non eligible G20 Members developing countries are: India, Indonesia, Argentina, Brazil, China, Mexico, South Africa. They are eligible under g) Türkiye is also a developing country (upper middle income) G20 Member, but is eligible as a beneficiary listed in the Annex I of the IPA III.

¹⁶ See [appendix 4](#) for the full list of LDCs.

¹⁷ HIPC's are: Afghanistan, Benin, Bolivia, Burkina Faso, Burundi, Cameroon, Central African Republic, Chad, Comoros, Côte d'Ivoire, Congo (Brazzaville), Congo (Kinshasa), Eritrea, Ethiopia, Ghana, Guinea, Guinea-Bissau, Guyana, Haiti, Honduras, Liberia, Madagascar, Malawi, Mali, Mauritania, Mozambique, Nicaragua, Niger, Rwanda, São Tomé and Príncipe, Senegal, Sierra Leone, Somalia, Sudan, Tanzania, The Gambia, Togo, Uganda, Zambia.



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other than those specified in the basic instruments governing the cooperation sector concerned, under the conditions laid down in that agreement.

5) Eligible countries for Regulation establishing the Ukraine Facility (Article 11)

Participation in procurement and grant award procedures for actions financed under the Ukraine Facility shall be open to international and regional organisations and to all other legal entities who are nationals of and, in the case of legal persons, who are also effectively established in, the following countries or territories:

- (a) *EU Member States* ([appendix 1](#))
- (b) *Western Balkans partners*¹⁸
- (c) *Georgia*
- (d) *Moldova*
- (e) *European Economic Area* ([appendix 3](#))
- (f) Countries which provide a level of support to Ukraine comparable to that provided by the Union taking into account the size of their economy and for which Commission has adopted a decision approving the request for *reciprocal access* to external assistance.

Currently there are no such countries.

- (g) Where an agreement on widening the market for procurement of goods or services to which the Union is party applies, the procurement procedures for contracts financed by the budget shall also be open to natural and legal persons established in a third country other than those specified in the basic instruments governing the cooperation sector concerned, under the conditions laid down in that agreement.

All supplies and materials financed under this Instrument may originate from the countries and under the respective conditions specified in Article 11(1) and 11(3).

According to Article 182(2) of the Financial Regulation, it may be decided, under exceptional circumstances duly justified by the authorising officer responsible, that participation is also open to natural persons who are nationals of, and legal persons (either individually or in a consortium) which are effectively established in, countries other than those referred to under points 1 to 5 above.

¹⁸ Albania, Bosnia and Herzegovina, Kosovo*, Montenegro, North Macedonia, Serbia.

* This designation is without prejudice to positions on status, and is in line with UNSCR 1244/1999 and the ICJ Opinion on the Kosovo declaration of independence.



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APPENDICES

APPENDIX 1 : EU MEMBER STATES

Austria, Belgium, Bulgaria, Czechia, Croatia, Cyprus, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden.

APPENDIX 2 : IPA III BENEFICIARIES

Albania, Bosnia and Herzegovina, Kosovo*, Montenegro, North Macedonia, Serbia, Türkiye.

* This designation is without prejudice to positions on status, and is in line with UNSCR 1244/1999 and the ICJ Opinion on the Kosovo declaration of independence.

APPENDIX 3 : EUROPEAN ECONOMIC AREA

(only non-EU MS are mentioned) Iceland, Lichtenstein, Norway.

APPENDIX 4 : LEAST DEVELOPED COUNTRIES

Afghanistan, Angola, Bangladesh, Benin, Burkina Faso, Burundi, Cambodia, Central African Republic, Chad, Comoros, Congo (Kinshasa), Djibouti, Eritrea, Ethiopia, Gambia, Guinea, Guinea-Bissau, Haiti, Kiribati, Laos, Lesotho, Liberia, Madagascar, Malawi, Mali, Mauritania, Mozambique, Myanmar/Burma, Nepal, Niger, Rwanda, São Tomé and Príncipe, Senegal, Sierra Leone, Solomon Islands, Somalia, Sudan, South Sudan, Tanzania, Timor-Leste, Togo, Tuvalu, Uganda, Yemen, Zambia.

APPENDIX 5: OTHER LOW INCOME COUNTRIES

NorthKorea, Syria.

APPENDIX 6 : LOWER MIDDLE INCOME COUNTRIES AND TERRITORIES

Algeria, Bhutan, Bolivia, Cabo Verde, Cameroon, Congo (Brazzaville), Côte d'Ivoire, Egypt, Eswatini, Ghana, Honduras, India, Iran, Jordan, Kenya, Kyrgyzstan, Lebanon, Micronesia, Mongolia, Morocco, Nicaragua, Nigeria, Pakistan, Papua New Guinea, Philippines, Samoa, Sri Lanka, Tajikistan, Tokelau, Tunisia, Ukraine, Uzbekistan, Vanuatu, Viet Nam, Zimbabwe.



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APPENDIX 7 : UPPER MIDDLE INCOME COUNTRIES AND TERRITORIES

Albania, Argentina, Armenia, Azerbaijan, Belarus, Belize, Bosnia and Herzegovina, Botswana, Brazil, China, Colombia, Costa Rica, Cuba, Dominica, Dominican Republic, Ecuador, El Salvador, Equatorial Guinea, Fiji, Gabon, Georgia, Grenada, Guatemala, Guyana, Indonesia, Iraq, Jamaica, Jordan, Kazakhstan, Kosovo*, Libya, Malaysia, Maldives, Marshall Islands, Mauritius, Mexico, Moldova, Montenegro, Montserrat, Namibia, Nauru, Niue, North Macedonia, Palestine**, Panama, Paraguay, Peru, Saint Helena, Saint Lucia, Saint Vincent & the Grenadines, Serbia, South-Africa, Suriname, Thailand, Tonga, Türkiye, Turkmenistan, Venezuela, Wallis and Futuna.

* This designation is without prejudice to positions on status, and is in line with UNSCR 1244/1999 and the ICJ Opinion on the Kosovo declaration of independence.

** This designation does not entail any recognition of Palestine as a state and is without prejudice to positions on the recognition of Palestine as a state.

APPENDIX 8 : OVERSEAS COUNTRIES AND TERRITORIES¹⁹

Aruba (NL), Bonaire (NL), Curaçao (NL), French Polynesia (FR), French Southern and Antarctic Territories (FR), Greenland (DK), New Caledonia and Dependencies (FR), Saba (NL), Saint Barthélemy (FR), Sint Eustatius (NL), Sint Maarten (NL), Saint Pierre and Miquelon (FR), Wallis and Futuna (FR).

APPENDIX 9 : OECD MEMBER STATES

Austria, Belgium, Czechia, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Netherlands, Poland, Portugal, Slovakia, Slovenia, Spain, Sweden.

Australia, Canada, Chile, Colombia, Costa Rica, Iceland, Israel, Japan, Korea, Mexico, New Zealand, Norway, Switzerland, Türkiye, United Kingdom, United States of America.

APPENDIX 10 : G20 MEMBER DEVELOPING COUNTRIES

Argentina, Brazil, China, India, Indonesia, Mexico, South-Africa, Türkiye.

APPENDIX 11 : LIST OF COUNTRIES AND TERRITORIES IN THE NEIGHBOURHOOD AREA

¹⁹ OCTs listed in Annex II to the TFEU having special relations with the United Kingdom are covered by the scope of the EU-UK Withdrawal Agreement.



Funded by
the European Union

Neighbourhood, Development, and International Cooperation Instrument
Economic Partnership Agreement (EPA) Support Programme
Technical Barriers to Trade (TBT) Phase III

Algeria, Armenia, Azerbaijan, Belarus, Egypt, Georgia, Israel, Jordan, Lebanon, Libya, Moldova, Morocco, Palestine, Syria, Tunisia, Ukraine.²⁰

²⁰ Union support under this area may also be used for the purpose of enabling Russia to participate in cross-border cooperation programmes and in other relevant multi-country programmes.

