

# network enterprise europe



*Business Support on Your Doorstep*

## Business Offer - Profile Template

**Updated - June 2013**



European Commission

## Business Offer Profile

The following table can be used as a template for drafting a Business Offer Profile. Please be sure to refer to the Business Offer Profile Guidelines for what information you should include in each field.

**Please note:**

- Fields that can be ticked should only have one selection when drafting the profile unless specified under the field title.
- Fields marked with asterisk (\*) are mandatory

| Field Title  | Field To be populated  |
|--|--|
| <b>Title*</b>  |  |
| <b>Internal Reference</b>                                  |  |
| <b>Summary</b><br>(1-500 characters)                       |  |
| <b>Advantages and Innovations*</b><br>(50-2000 characters) |  |
| <b>Stage of Development</b>                                | <input type="checkbox"/> Already on the market<br><input type="checkbox"/> Available for demonstration<br><input type="checkbox"/> Concept Stage<br><input type="checkbox"/> Field Tested / Evaluated<br><input type="checkbox"/> Project Already Started<br><input type="checkbox"/> Project in Negotiations - Urgent<br><input type="checkbox"/> Proposal under development<br><input type="checkbox"/> Prototype available for demonstration<br><input type="checkbox"/> Under development / lab tested |
| <b>Comments Regarding Stage of Development</b>             |  |

|  |   |
|--|---|
| <b>Profile Origin</b>  | <input type="checkbox"/> CIP<br><input type="checkbox"/> Eurostars<br><input type="checkbox"/> FP4<br><input type="checkbox"/> FP5<br><input type="checkbox"/> FP6<br><input type="checkbox"/> FP7<br><input type="checkbox"/> National R&D programme<br><input type="checkbox"/> Other<br><input type="checkbox"/> Other European R&D programme<br><input type="checkbox"/> Private (in-house) research<br><input type="checkbox"/> Regional R&D programme                           |
| <b>Description *</b><br><br><b>(100-4000 characters)</b>               |   |
| <b>Technical Specification or Expertise Sought</b>                     |   |
| <b>IPR Status</b><br><br><b>Note: Multiple fields can be selected.</b> | <input type="checkbox"/> Copyright<br><input type="checkbox"/> Design Rights<br><input type="checkbox"/> Exclusive Rights<br><input type="checkbox"/> Granted patent or patent application essential<br><input type="checkbox"/> Other (registered design, plant variety, etc.)<br><input type="checkbox"/> Patent(s) applied for but not yet granted<br><input type="checkbox"/> Patents granted<br><input type="checkbox"/> Secret Know-how<br><input type="checkbox"/> Trade Marks |
| <b>Comments Regarding IPR Status</b>                                   |   |
| <b>Technology Keywords</b>   |   |
| <b>Market Keywords*</b>  |   |

|   |   |
|---|---|
| <b>NACE Keywords*</b>                               |   |
| <b>Responsible*</b>                                 | *In Merlin, select who from your organisation will be responsible for this profile*   |
| <b>Sector Group</b>                                 | <input type="checkbox"/> Agrofood<br><input type="checkbox"/> Automotive, transport and logistics<br><input type="checkbox"/> Bio Chem Tech<br><input type="checkbox"/> Creative Industries<br><input type="checkbox"/> Environment<br><input type="checkbox"/> Healthcare<br><input type="checkbox"/> ICT Industry and Services<br><input type="checkbox"/> Intelligent Energy<br><input type="checkbox"/> Maritime Industry and Services<br><input type="checkbox"/> Materials<br><input type="checkbox"/> Nano – and Microtechnologies<br><input type="checkbox"/> Services and Retail<br><input type="checkbox"/> Space and Aerospace<br><input type="checkbox"/> Sustainable Construction<br><input type="checkbox"/> Textile and Fashion<br><input type="checkbox"/> Tourism and Cultural Heritage<br><input type="checkbox"/> Women entrepreneurship |
| <b>Restrict Dissemination to specific countries</b> |   |
| <b>Type and Size of Client*</b>                     | <input type="checkbox"/> Industry SME <= 10<br><input type="checkbox"/> Industry SME 11-49<br><input type="checkbox"/> Industry SME 50 – 249<br><input type="checkbox"/> Industry 250-499<br><input type="checkbox"/> Industry >500<br><input type="checkbox"/> Industry MNE >500<br><input type="checkbox"/> Inventor<br><input type="checkbox"/> Other<br><input type="checkbox"/> R&D institution<br><input type="checkbox"/> University   |
| <b>Year Established*</b>                            |   |

|   |  |
|---|--|
| <b>Turnover *<br/>(Euros – Millions)</b>  | <input type="checkbox"/> <1M<br><input type="checkbox"/> 1-10M<br><input type="checkbox"/> 10-20M<br><input type="checkbox"/> 20-50M<br><input type="checkbox"/> 50-100M<br><input type="checkbox"/> 100-250M<br><input type="checkbox"/> 250-500M<br><input type="checkbox"/> >500M   |
| <b>Already Engaged<br/>in Trans - national<br/>Cooperation?</b>   | <input type="checkbox"/> Yes (In Merlin tick the check box for yes)<br><input type="checkbox"/> No   |
| <b>Additional<br/>Comments</b>  |  |
| <b>Certification<br/>Standards</b>  |  |
| <b>Language Spoken*</b>   |  |
| <b>Client Country</b>   |  |
| <b>Type and Role of<br/>Partner Sought*</b>   |  |
| <b>Profile is Opened<br/>for Expressions of<br/>Interest?</b>   | <input type="checkbox"/> Yes (In Merlin tick the check box for yes)<br><input type="checkbox"/> No   |
| <b>Type and Size of<br/>Partner Sought</b><br><br><b>Note: Multiple<br/>fields can be<br/>selected.</b> | <input type="checkbox"/> SME < 10<br><input type="checkbox"/> SME 11-50<br><input type="checkbox"/> SME 51 – 250<br><input type="checkbox"/> 251-500<br><input type="checkbox"/> >500<br><input type="checkbox"/> MNE >500<br><input type="checkbox"/> Inventor<br><input type="checkbox"/> R&D institution<br><input type="checkbox"/> University |
| <b>Type of<br/>Partnership<br/>Considered*</b><br><br><b>Note: Multiple<br/>fields can be</b>           | <input type="checkbox"/> Acquisition Agreement<br><input type="checkbox"/> Commercial Agency Agreement<br><input type="checkbox"/> Distribution Services Agreement<br><input type="checkbox"/> Financial Agreement<br><input type="checkbox"/> Franchise Agency Agreement  |

|                    |  |
|--------------------|--|
| <b>selected.</b>   | <input type="checkbox"/> Joint Venture Agreement<br><input type="checkbox"/> License Agreement<br><input type="checkbox"/> Manufacturing Agreement<br><input type="checkbox"/> Outsourcing Agreement<br><input type="checkbox"/> Reciprocal production<br><input type="checkbox"/> Services Agreement<br><input type="checkbox"/> Subcontracting |
| <b>Attachments</b> | *Only can be added in Merlin*<br>File Size max 4Mb. Only jpg, gif and jpeg files allowed.  |