

# enterprise europe network



*Business Support on Your Doorstep*

## Business Offer - Profile Template

**Updated - July 2014**



European Commission

## Business Offer Profile

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

**Please note:**

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

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

<p align="center"><b>Description *</b> (100-4000 characters)</p>	
<p align="center"><b>IPR Status</b> <b>Note: Multiple fields can be selected.</b></p>	<input type="checkbox"/> Copyright <input type="checkbox"/> Design Rights <input type="checkbox"/> Exclusive Rights <input type="checkbox"/> Other (registered design, plant variety, etc.) <input type="checkbox"/> Patent(s) applied for but not yet granted <input type="checkbox"/> Patents granted <input type="checkbox"/> Secret Know-how <input type="checkbox"/> Trade Marks
<p><b>Comments Regarding IPR Status</b></p>	
<p><b>Technology Keywords</b></p>	
<p><b>Market Keywords *</b></p>	
<p><b>Responsible *</b></p>	<p>In Merlin, select who from your organisation will be responsible for this profile</p>
<p><b>Sector Group</b></p>	<input type="checkbox"/> Aeronautics & space <input type="checkbox"/> Agrofood <input type="checkbox"/> Automotive, transport and logistics <input type="checkbox"/> Bio Chem Tech <input type="checkbox"/> Creative Industries <input type="checkbox"/> Environment <input type="checkbox"/> Healthcare <input type="checkbox"/> ICT Industry and Services <input type="checkbox"/> Intelligent Energy <input type="checkbox"/> Maritime Industry and Services <input type="checkbox"/> Materials

	<input type="checkbox"/> Nano – and Microtechnologies <input type="checkbox"/> Services and Retail <input type="checkbox"/> Sustainable Construction <input type="checkbox"/> Textile and Fashion <input type="checkbox"/> Tourism and Cultural Heritage <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 <input type="checkbox"/> Industry SME 11-49 <input type="checkbox"/> Industry SME 50 – 249 <input type="checkbox"/> Industry 250-499 <input type="checkbox"/> Industry >500 <input type="checkbox"/> Industry MNE >500 <input type="checkbox"/> Inventor <input type="checkbox"/> Other <input type="checkbox"/> R&D institution <input type="checkbox"/> University
<b>Year Established *</b>	
<b>NACE keywords *</b>	
<b>Turnover * (Euros – Millions)</b>	<input type="checkbox"/> <1M <input type="checkbox"/> 1-10M <input type="checkbox"/> 10-20M <input type="checkbox"/> 20-50M <input type="checkbox"/> 50-100M <input type="checkbox"/> 100-250M <input type="checkbox"/> 250-500M <input type="checkbox"/> >500M
<b>Already Engaged in Trans - national Cooperation?</b>	<input type="checkbox"/> Yes (In Merlin tick the check box for yes) <input type="checkbox"/> No
<b>Additional Comments</b>	

<b>Certification Standards</b>	
<b>Languages Spoken *</b>	
<b>Client Country</b>	
<b>Type and Role of Partner Sought *</b>	
<b>Profile is Opened for Expressions of Interest?</b>	<input type="checkbox"/> Yes (In Merlin tick the check box for yes) <input type="checkbox"/> No
<b>Type and Size of Partner Sought</b> <b>Note: Multiple fields can be selected.</b>	<input type="checkbox"/> SME < 10 <input type="checkbox"/> SME 11-50 <input type="checkbox"/> SME 51 – 250 <input type="checkbox"/> 251-500 <input type="checkbox"/> >500 <input type="checkbox"/> MNE >500 <input type="checkbox"/> Inventor <input type="checkbox"/> R&D institution <input type="checkbox"/> University
<b>Type of Partnership Considered *</b> <b>Note: Multiple fields can be selected.</b>	<input type="checkbox"/> Acquisition Agreement <input type="checkbox"/> Commercial Agency Agreement <input type="checkbox"/> Distribution Services Agreement <input type="checkbox"/> Financial Agreement <input type="checkbox"/> Franchise Agency Agreement <input type="checkbox"/> Joint Venture Agreement <input type="checkbox"/> License Agreement <input type="checkbox"/> Manufacturing Agreement <input type="checkbox"/> Outsourcing Agreement <input type="checkbox"/> Reciprocal production <input type="checkbox"/> Services Agreement <input type="checkbox"/> Subcontracting
<b>Attachments</b>	To be added in Merlin