



Main Document

Call for Proposals

for

“Projects with Swiss Companies in Ukraine”

Version 2: Reuploaded on 17.03.2025

Update Notice:

Due to the high level of interest and the needs in Ukraine, SECO has decided to increase the total contribution of this Call for Proposals from CHF 50 million to up to CHF 100 million.

This revised “Main Document Call for Proposal Ukraine – Version 2” uploaded on 17.03.2025 **replaces** the first version of the “Main Document Call for Proposal Ukraine” uploaded on 30.01.2025. The changes in this Version 2 exclusively relate to the increase in the budget and its implications, particularly the adaptation of deadlines and dates.

All changes made within this document compared to the “Main Document Call for Proposal Ukraine” uploaded on 30.01.2025 are marked in **red color**. All eligibility and award criteria (Annex 1) and other documents listed on the website under the section “Documents” remain unchanged.

Thus, in order to ensure equal treatment of all participants, the deadline for submitting applications is re-opened from 17.03.2025 to 31.03.2025 (23:59 CET). Applicants who have not yet submitted an application can apply. Proposals received after the new deadline will not be considered.

Resubmission is not required:

The already submitted proposal will remain valid and will be evaluated based on the original version if no updated submission is made before the new deadline.

Please note: Applicants who have already submitted an application have the possibility to make modifications and/or additions. In this case, the changed and/or new passages shall be marked **in yellow** within the document, and newly uploaded documents within already submitted applications shall have a filename starting with “NEW”.

Only new/modified documents need to be re-uploaded. The original documents that are replaced by the new documents will thus no longer be considered in the evaluation. It is the full responsibility of the applicant that the modifications are clearly recognizable in **yellow**. If this is not the case, the original version uploaded between 30.01.2025 – 28.02.2025 will be taken into consideration for evaluation.

To submit new/modified documents, you have to create a [new account within the profile environment on the website](#).

If you wish to withdraw an application, please do so in writing by creating a profile within the profile environment.

The procedure of this call for proposals is based on the Federal Act on Financial Assistance and Subsidies (SR 616.1 from 5 October 1990 [Stand on 1 January 2016]) in conjunction with the Federal Act on International Cooperation and Humanitarian Aid from 19 March 1976 (SR 974.0).

17.03.2025

Contents

PART A: DESCRIPTION OF THE PROGRAM	4
1. Purpose of the Call	4
1.1. General Information	4
2. Situation and Context	4
PART B: APPLICATION	5
3. Requirements for Applications	5
3.1. Who can apply	5
3.2. Content of the Application	5
3.3. Budget and SECO financial Contributions	5
4. Two Stage Selection Procedure	5
4.1.1 Stage One	6
4.1.2 Stage Two	7
4.2. Presentation and Discussion of the Proposal	7
4.3. Contractual Agreement	7
5. Assessment of the Proposals	7
5.1. Eligibility Criteria:	8
5.2. Award Criteria:	8
5.3. Technical Evaluation Committee:	8
5.4. Selection Committee:	8
5.5. Final Decision (Award):	8
5.6. Financial Contribution:	8
PART C: CONDITIONS FOR THE CALL OF PROPOSALS	9
6. Contracting Authority	9
6.1. Official Name and Address of the Contracting Authority	9
6.2. Call for Proposals Documentation	9
6.3. Award Decision	9
7. Further Conditions	9
7.1. Remuneration for Proposal	9
7.2. Costs to be reimbursed	9
7.3. Swiss Value Added Tax (VAT)	9
7.4. Validity of Proposal	10
7.5. Absence of Conflict of Interest	10
7.6. Confidentiality	10
7.7. Integrity and Anti-Corruption Clause	10
8. Legal Basis	11
PART D: ANNEXES	12

PART A: DESCRIPTION OF THE PROGRAM

1. Purpose of the Call

The call seeks to fund proposals contributing to Ukraine's reconstruction and recovery. Under this call, SECO aims to fund proposals of Swiss companies¹ with a presence in Ukraine with a total contribution of CHF 100 million. The aim of the program is to benefit Ukrainian citizens and strengthen Swiss-Ukrainian economic partnership. Selected proposals are to start as soon as possible following their selection, ideally within the calendar year 2025. Project implementation can extend up to 2028, depending on the project in question.

1.1. General Information

This document describes the aims and scope of the present call for proposals.

The procedure of this call for proposals is based on the Federal Act on Financial Assistance and Subsidies (SR 616.1) in conjunction with the Federal Act on International Cooperation and Humanitarian Aid (SR 974.0).

This document defines the general procedure for applying for a SECO financial contribution, which would cover part of the costs of the project presented by the applicant. SECO financial contributions qualify as financial assistance according to the Federal Act on Financial Assistance and Subsidies. The procedure is legally not a public procurement.

There is no legal right to claim a financial contribution in the present call for proposals.

2. Situation and Context

Russia's full-scale invasion continues to take a huge toll on Ukrainian citizens, infrastructure, economy and budget. The World Bank's third Rapid Damage and Needs Assessment found that total costs of reconstruction and recovery in Ukraine as of the end of December 2023 amounted to USD 486 billion over the course of 10 years.

The Swiss international cooperation program for Ukraine 2025-2028 foresees a holistic set of measures to support recovery and reconstruction, including through measures involving the Swiss private sector. The Federal Council decided to provide CHF 5 billion in funding for Ukraine between 2025-2036, of which CHF 1.5 billion are to be allocated under the International Cooperation Strategy 2025-28². The Federal Council further decided that out of this amount, CHF 500 million will be dedicated to measures aimed at enhancing the involvement of the Swiss private sector in Ukraine's recovery and reconstruction³. Based on their expertise and specialist knowledge, Swiss companies can make an important contribution to Ukraine's recovery and reconstruction process, including with innovative and high-quality products.

¹ This includes all entities registered within the [Swiss commercial register](#).

² [Federal Council to support recovery in Ukraine with CHF 5 billion by 2036](#)

³ [Ukraine: Federal Council wants to involve private sector more in recovery efforts](#)

PART B: APPLICATION

3. Requirements for Applications

3.1. Who can apply

Proposals of applicants that adhere to the eligibility criteria specified in Annex 1 will be considered for selection. If any of the eligibility criteria are not met, proposals of applicants will be excluded.

3.2. Content of the Application

Applications must be submitted using the dedicated application forms in Annex 2 (First Stage) and Annex 3 (Second Stage) respectively. Henceforth the words 'application' and 'proposal' will be used interchangeably.

The contracting authority reserves the right to verify the information given by the applicant. Additional information or certifications can be requested at any time. The applicant must deliver the requested information immediately to the contracting authority. Eventual additional documents are seen as an integral part of the proposal.

3.3. Budget and SECO financial Contributions

SECO will select a number of proposals through a competitive process and will provide financial contributions to the selected proposals. SECO intends to contribute to several applicants with a total budget of up to CHF 100 million. The minimum volume of SECO's financial contribution for one applicant will be CHF 1 million, the maximum CHF 15 million. Depending on the results of this first call for proposals, similar calls for proposals could follow in the future.

The applicant understands that the financial contribution is attributed based on the Federal Act on Financial Assistance and Subsidies from 5 October 1990 [Subventionsgesetz SuG, SR 616.1]). As such, the financial contribution for a project can only cover effective costs incurred for the project and must not lead to a situation where the applicant reaches an undue profit beyond its costs for the project for which the financial contribution is provided.

4. Two Stage Selection Procedure

4.1. Timeline

All deadlines and dates may be changed by SECO without prior notice. If no change has been communicated, then any applicants shall consider the deadlines and dates as binding. Any delay and/or change by SECO does not entitle any applicant to any claim.

Event	Deadline (in 2025)	Responsibility
Publication of call	30 th of January	SECO
Submission of questions on the Call for Proposals	7 th of February	Potential applicants, public

Publication of consolidated answers on website	14 th of February	SECO
Deadline submission of stage 1 proposals	28 th of February	Interested applicants
Re-publication of call	17 th of March 2025	SECO
Submission of questions on the Call for Proposals	20 th of March 2025	Potential applicants, public
Publication of consolidated answers on website	25 th of March 2025	SECO
Re-deadline submission of stage 1 proposals	31 st of March 2025	Interested applicants
Deadline submission of stage 2 proposals	25 th of May 2025	Selected applicants
Presentations of proposals by applicants	16 th June – 27 th of June	SECO, Swiss Embassy in Kyiv, Ministry of Economy Ukraine, Selected applicants
Option to resubmit slightly modified proposals following discussions during presentations	11 th of July	Selected applicants
Communication of final selection decision	Until July / August 2025	SECO
Signature of contracts and potential MoUs, project start and opening events	After communication of selection decision	SECO, selected applicants, Ukrainian counterparts
Finalization of projects	4 th quarter 2025-1 st quarter 2026, latest by 2028	Selected applicants

4.1.1 Stage One

- Submit questions to SECO in written through the “Contact us” form within your Profile environment at <https://www.seco-cooperation.admin.ch/en/call-for-proposals-for-projects-with-swiss-companies-in-ukraine>.
- All questions and answers will be published by SECO on the SECO Cooperation Website under <https://www.seco-cooperation.admin.ch/en/call-for-proposals-for-projects-with-swiss-companies-in-ukraine> by the 14th of February 2025.
- Submission of Stage 1 proposals using the Application Form (Annex 2) through your Profile environment by 28th of February 2025 (COB).

- Re-submission of Stage 1 proposals using the Application Form (Annex 2) through your Profile environment by 31st of March 2025 (23:59 CET).
- Evaluation to establish the suitability of applicants and selection of applicants that will be admitted to stage 2. Applicants who have been selected for phase 2 will be notified by E-Mail.

4.1.2 Stage Two

- Submission of Stage 2 proposals (Annex 3) through your Profile environment by 25th of May 2025.
- Presentations of proposals by applicants, tentatively scheduled between 16th of June - 27th of June 2025.
- Final decision and publication of award decisions on <https://www.seco-cooperation.admin.ch/en/call-for-proposals-for-projects-with-swiss-companies-in-ukraine> until July / August 2025.

4.2. Presentation and Discussion of the Proposal

Applicants selected for the second stage will be invited to present their proposals.

Presentations will be conducted either fully virtually through MS Teams or in a hybrid manner at SECO premises in Bern, in which a projector, power supply and a whiteboard are available.

The presentations will take place before a technical evaluation committee (see section 5.3) of 3-6 persons.

The presentation will follow the plan below. SECO reserves the right to make changes to this plan, whereby any changes will be communicated in the actual invitation to the presentation.

No	Content	Length in minutes
1	Short introduction (Applicants organisation and individuals present)	5
2	Presentation of proposal	15
3	Discussion of proposal	35
4	Final comments	5
Total		60

Applicants are allowed to prepare and submit a revised application limited to clarifications or refinements (without substantial modifications) based on discussions held with the technical evaluation committee.

4.3. Contractual Agreement

SECO will close a contract with applicants awarded a financial contribution in the form of a contribution agreement. The agreement will be based on the draft in Annex 4. Contracted applicants will be required to report on progress using templates in Annex 7 and Annex 8.

5. Assessment of the Proposals

The proposals are evaluated on the basis of the following model:

5.1. Eligibility Criteria:

The eligibility criteria set out in Annex 1 must be met in full and without any restriction or modification, otherwise the application will not be considered. The applicant's compliance with the eligibility criteria must be ensured at all times, including when a contract is awarded and during contract execution.

5.2. Award Criteria:

The proposal will be evaluated on the basis of the award criteria as specified in Annex 1. The award criteria will only be assessed for those proposals that fulfil all eligibility criteria.

In the first stage, the award criteria 1 (Relevance), 2 (Development Impact), 8 (Budget) and 9 (Own Contribution) will be assessed. In the second stage, all award criteria will be evaluated based on the final version of the proposals.

5.3. Technical Evaluation Committee:

The technical evaluation committee is constituted of staff-level representatives from SECO Headquarters and the Swiss Embassy in Kyiv. It assesses proposals' adherence to eligibility criteria and will provide inputs on the assessment of award criteria to the selection committee.

5.4. Selection Committee:

The Selection Committee is constituted by the Federal Council Delegate for Ukraine, representatives of SECO Headquarters, representatives from the Swiss Embassy in Kyiv and the Ministry of Economy of Ukraine. The Selection Committee will be in charge of the assessment of the award criteria in Stage 1 and Stage 2, based on input from the technical evaluation committee.

5.5. Final Decision (Award):

The final decision will be taken by selecting the highest ranked applications as per the award criteria depicted in Annex 1 within SECO's funding envelope. The number of selected proposals will depend on the volume required by each proposal but is limited to a maximum of 12.

5.6. Financial Contribution:

Applicants have no legal right to an award of a financial contribution. SECO may decide not to award any financial contribution if no proposal is sufficiently convincing.

One applicant may submit several proposals under this call, but financial contributions will be limited to one proposal per applicant.

PART C: CONDITIONS FOR THE CALL OF PROPOSALS

6. Contracting Authority

6.1. Official Name and Address of the Contracting Authority

Federal Department of Economic Affairs, Education and Research EAER
State Secretariat for Economic Affairs (SECO)

Economic Cooperation and Development
Countries and Global Section
Holzikofenweg 36
3003 Berne
Switzerland

E-Mail: rebuildukraine@seco.admin.ch

6.2. Call for Proposals Documentation

The documentation on the call for proposal can be downloaded on the SECO Cooperation Website under seco-cooperation.admin.ch/en/call-for-proposals-for-projects-with-swiss-companies-in-ukraine. Certain information on the call will also be shared on LinkedIn by SECO Economic Cooperation and Development and the Swiss Embassy in Ukraine.

6.3. Award Decision

The awards are published at seco-cooperation.admin.ch/en/call-for-proposals-for-projects-with-swiss-companies-in-ukraine

7. Further Conditions

7.1. Remuneration for Proposal

There is no remuneration for the submission of a proposal in this call.

7.2. Costs to be reimbursed

All costs are to be listed in Swiss francs (CHF) with and without VAT outside of Switzerland. The total amount requested from SECO in the application is the maximum amount to be reimbursed and covers all costs and remunerations, in particular insurance, expenses, social security contributions etc.

7.3. Swiss Value Added Tax (VAT)

Please note: Within the scope of this clause, the term “Beneficiary” refers to the *entity based and registered* in Switzerland that *requests to receive* a financial contribution from SECO under the present call for proposals.

In terms of Swiss value added tax, the financial contribution granted is not liable to Swiss value added tax pursuant to Article 18 para. 2 letter a of the Federal Act on Value Added Tax of 12 June 2009 (VAT Act, SR 641.20). For the Beneficiary of the financial contribution, input tax

adjustments may apply pursuant to Article 33 para. 2 of the VAT Act. These are entirely the responsibility of the Beneficiary.

The correct settlement of VAT is the obligation of the Beneficiary. Any claims of VAT by the Federal Tax Administration towards the Beneficiary may not be cleared with SECO and will not create a claim to additional funding by the SECO, respectively.

7.4. Validity of Proposal

The validity of the Proposal is 180 days after deadline for receipt of proposals.

7.5. Absence of Conflict of Interest

In the existence of a relevant conflict of interest, SECO reserves the right to exclude an applicant. Existing contractual obligations, which may create a relevant conflict of interest and distort the sound implementation of the program, shall be made transparent.

7.6. Confidentiality

All information of any kind that comes to the attention of the applicant in connection with the tendered mandate of the contracting authority is to be treated as confidential. The documents for this call for proposals procedure may not, even in part, be used for purposes other than compiling the application. The content of the present call for proposals may only be made available to persons taking part in the preparation of the call for proposals.

The applicants must treat as confidential any information that is not publicly known or generally accessible. If in doubt, information should be treated as confidential. This confidentiality requirement also applies once an application has been rejected.

The recipient of the application agrees not to disclose any information regarding the application to third parties, with the exception of legal obligations to provide information.

The contracting authority undertakes to maintain confidentiality about this call for proposals towards third parties subject to the reserve of statutory publication requirements.

7.7. Integrity and Anti-Corruption Clause

Applicants undertake all necessary measures to avoid corruption, particularly so as to ensure that no payments, gifts, donations or other advantages will be directly or indirectly offered or accepted.

Applicants who violate the integrity clause will be excluded from this Call for Proposals and are required to pay to the contracting authority a contractual penalty 10% of the contract value, or at least CHF 3'000.00 per violation.

The applicant shall refrain from any activity that could be interpreted as disparaging, degrading or a threat, and it shall refrain in word and deed from any misuse of its hierarchical, material or social position, as well as from any form of sexual exploitation.

The applicant shall refrain from any incitement of violence or hatred as well as from discriminating against a person or group of persons on the grounds of their race, ethnicity or religion. This obligation applies to all of the applicant's activities, including those that do not fall within the scope of this Call for Proposals.

The applicant shall immediately inform SECO of any suspicion of a breach of this Integrity and Anti-corruption Clause or of any other relevant suspicion or fact that may damage the reputation of SECO as well as of the Program.

8. Legal Basis

The legal basis for this procedure are the federal acts:

Reference	Documentation	Title/Document	Version/Info
[1]	https://www.admin.ch/opc/de/classified-compilation/19760056/index.html	Bundesgesetz über die internationale Entwicklungszusammenarbeit und Humanitäre Hilfe vom 19. März 1976 (Federal Act on International Cooperation and Humanitarian Aid)	SR 974.0 from 19 March 1976
[3]	http://www.admin.ch/opc/de/classified-compilation/19900241/index.html	Bundesgesetz über Finanzhilfen und Abgeltungen (Subventionsgesetz), (Federal Act on Financial Assistance and Subsidies [Subsidies Act])	SR 616.1 from 5 October 1990

Particularly relevant articles in the Subsidies Act are as follows:

Article 1 (original German text):

Dieses Gesetz stellt sicher, dass Finanzhilfen und Abgeltungen im gesamten Bereich des Bundes nur gewährt werden, wenn sie:

- a. hinreichend begründet sind;
- b. ihren Zweck auf wirtschaftliche und wirkungsvolle Art erreichen;
- c. einheitlich und gerecht geleistet werden;
- d. nach finanzpolitischen Erfordernissen ausgestaltet werden

This means (unofficial translation) that a financial contribution is only given if it

- a. can be justified adequately;
- b. achieves its purpose efficiently and effectively;
- c. can be provided consistently and fairly;
- d. is designed in line with financial policy requirements.

This article is a frame condition for the formulation and judgement of all criteria for choice of recipients of a SECO financial contribution.

In consequence the tasks being supported must be completed in an appropriate, cost-effective manner and with minimal effort. An adequate own contribution by the recipient of the SECO financial contribution is therefore a premise, for which reason the SECO financial contribution may not cover all costs of the project.

Article 14, Paragraph 1

Anrechenbar sind nur Aufwendungen, die tatsächlich entstanden und für die zweckmässige Erfüllung der Aufgabe unbedingt erforderlich sind.

PART D: ANNEXES

List of Annexes

No.	Annex
1	Eligibility and Award Criteria
2	Application Form Stage 1
3	Application Form Stage 2
4	Contract Template
5	Self-Declaration Letter Template
6	Exclusion List
7	Template Biannual Progress Report
8	Template Project End Report
9	List of SECO Standard Indicators