



PANAGIOTIS
STAMPOULIDIS
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Invitation for Expression of Interest & Submission of Proposals for the Provision of Training Services to HCAP SA regarding HCAP Subsidiaries' BoD

Athens, 05/05/2026

1. Introduction

Pursuant to Article 185 of Law 4389/2016 (Government Gazette A'94), the Hellenic Corporation of Assets and Participations S.A. (hereinafter "HCAP" or "Growthfund") operates in the public interest in accordance with the rules of private economy.

In order to fulfill its purpose, Growthfund shall act in an independent, professional and entrepreneurial manner with a long term vision in achieving its results, in accordance with its Internal Rules of Procedure; it shall also act to guarantee full transparency, with a view to enhancing the value and improving the performance of its assets as well as generating revenue for the Hellenic Republic.

2. Scope of Work

HCAP is seeking an experienced and reputable advisor in the field of BoD training in order to design and deliver the BoD members' training for its subsidiary companies, in line with best practices.

BoDs and its members' effectiveness is critical for their organizations' success. BoD members should contribute positively and stay effective seizing continuous education and professional development opportunities. The training for BoD is crucial to ensure that members are equipped with the necessary knowledge, skills, and insights to effectively fulfill their roles and responsibilities.

The scope of training for a Board of Directors shall be based on key areas and shall be taken into consideration the the relationship of each subsidiary with Growthfund as well as that there may be peculiarities depending on subsidiaries' industry, size, and specific needs as well as different experience in relation to BoD issues. It is dynamic and adapts to the changing needs of the organizations and the business environment. Regular updates on industry trends, regulatory changes, and best practices are part of it.

The selected supplier will provide the design and delivery of the training program for the BoDs of Growthfund subsidiaries.

3. Deliverables

The deliverables shall include:

- A. Pre-program stage: Program Development Goals Clarification, Custom Program Design and Objective Setting, and
- B. Programs Delivery

Training for BOD members of Growthfund subsidiaries

The program will be a 2-day program for Growthfund subsidiaries' board members. Designed for 75 to 90 participants in Athens.

There will be pre-work for preparation and post-work for consolidation for participants. Any additional educational services that will be included in the submitted fee, at no additional charge, by the consultant, will be evaluated and taken into account.

The sessions are indicative and will be tailored to Growthfund and its subsidiaries following the pre-program stage and cover areas like:

Boards' Role & Responsibilities - Members' Duties -Corporate Governance & Forward Looking - Risk Management/Awareness & Supervision - Strategic Planning - Leadership/Decision-Making - Stakeholder Engagement - Support Role to Executives - Board Dynamics , ESG, Sustainability, AI and BoD development. /Teamwork/Culture - Succession Planning - Crisis Management

The training will be conducted in Greek and where the lecturer is from another country in fluent & understandable by non-native speakers, in spoken English. No translation will be provided to participants. Upon completion, the consultant will provide the respective Attendance Certificate.

4. Duration

The services contract is for the period till end of 2026.

5. Budget

The maximum budget for the provision of all the above described services amounts up to 75.000€, not including VAT, in total.

The above budget will include the costs of program development and delivery, team time required based on the proposed design, invitations to participants, communication management with participants for pre-work-post-work, all educational materials, and for foreign speakers, will include travel/food & accommodation costs etc.

Venue management (room/arrangement, lunch and breaks and IT support) will be undertaken and covered by Growthfund.

Offers that exceed the above budget shall not be considered.

The Advisor will be asked to issue a letter of guarantee, which will amount to 10% of the agreed fee. Payment will be made 60 days from invoicing, which will take place after the proper completion of the 2-day training and all services.

6. Participation Requirements

Participation in the RfP requires that the candidates solemnly declare and fully and unreservedly accept that:

- They satisfy the participation requirements outlined in this Invitation.
- The tender process shall be conducted solely and exclusively in accordance with the terms and conditions of this RfP.
- They fully and unreservedly guarantee that their financial offer is true and accurate.
- The submitted offer shall be binding on the candidates for a period of three (3) months from the date of the tender; within this period, Growthfund shall invite the preferred bidder in writing to conclude a contract, and the preferred bidder will be obliged to appear
- Interested Parties shall have a tax and a social security clearance certificate and do not occur in their person or to the persons provided in the legislation in force the reasons for exclusion as stated in Article 57 of Directive 2014/24.

Each candidate is required to submit a solemn declaration (**DOSSIER A**), stating that it meets all the participation requirements specified in this Invitation. Growthfund reserves the right to request supporting documents at any time to verify and validate the provided information.

7. Award Criteria

The award criteria for interested parties consist of both qualitative and financial aspects:

1. **Track Record & Experience:** Interested parties as part of their proposal, they should provide a detailed account of their relevant experience of the project team and track record in delivering specialized services of similar nature (**DOSSIER B**) (weight: 30%) Specifically, this should encompass the following aspects, in relation to the last three (3) years: Concretedescription of relevant experience in abroad and in Greece..
2. **Project Team:** Interested parties are required to propose the composition and structure of their project team,. The expression of interest file should include comprehensive CVs of all proposed team members, accompanied by a precise description of each member's added value to the team (**DOSSIER C**) (weight:30%)
3. **Sylabus and Methodological Approach:** The proposal should include a concise overview of the intended training approach, identifying the key issues and subjects outlining the learning methodology (**DOSSIER D**) (weight: 20%)

4. **Financial Proposal:** The financial proposal submitted by the candidates (**DOSSIER E**) should provide the total fee for the entire project, including all kind of expenses apart from those that are specifically indicated that Growthfund shall undertake (weight: 20%).

The financial proposal must be transparent and unambiguous, ensuring that it enables an accurate and comprehensive comparison of the offers. Proposals that include vague suggestions or reference to external conditions, such as "To be discussed," "Depending on x," "alternative financial offer," etc., will be excluded from evaluation.

The evaluation of the proposals will be based on the aforementioned qualitative criteria outlined in elements 1, 2 and 3, as well as the Financial Proposal, which will be considered with the respective weighting factor.

8. Declaration of non-conflict of interest and financial standing

The interested parties and the members of the project team shall solemnly declare that they do not have a conflict of interest with regard to the services they are requested to provide in relation to Growthfund and its subsidiaries and that they do not have a professional relationship, or that they do not provide such services to third parties that may constitute a conflict of interest and, if they are awarded the contract, it will be stated that the contract will not result in a conflict of interest for any of the involved parties.

In the event that external partners, employees of affiliates or other legal entities are used in a joint venture or under a subcontract, a declaration of non-conflict of interest must be included in the dossier for each legal entity with regard to the legal entity and the members of the project team of same.

This declaration (**DOSSIER F**) regarding conflict of interest will be valid throughout the term of the provision of services to Growthfund.

Growthfund may at any time request that the interested parties and the members of the project team submit clarifications and evidence on issues related to conflict of interest.

Interested parties shall submit a solemn declaration (**DOSSIER G**) stating that, during the past three (3) financial years and according to their books and records, their average annual turnover was at least double of the total budget of the contract.

9. Personal Data

In the framework of submission and/or evaluation of a specific proposal, Growthfund may collect and process personal data (such as personal data of legal representatives/personnel of the company/interested party, etc.) as data controller, if required. Any such processing will be carried out in accordance with the provisions of Growthfund's "Policy for the processing of Personal Data – Information Notice" which can be accessed in the following link [Policy for the Processing of Personal Data](#) and is an integral part of this RfP

By submitting an offer for this RfP, the interested parties are deemed to have fully and unreservedly accepted and declared the following:

- a. that they have carefully read, prior to submitting the offer for this RfP, Growthfund's "Policy for the processing of Personal Data – Information Notice", which is an integral part of this RfP and that they agree with its content.
- b. that they have informed the natural persons/individuals whose personal data may be transferred by the interested parties to Growthfund of said transfer and of the content of Growthfund's "Policy for the processing of Personal Data – Information Notice" and have obtained their explicit consent (if required under the applicable provisions) for the transfer of their personal data to Growthfund, in accordance with the provisions of this Policy.

10. Tender Terms

1. The selection of the Contractor will be made in accordance with the provisions outlined in Growthfund's Procurement Regulation (Article 2, Paragraph 3). The evaluation will consider the criteria mentioned in Chapter 7 above.
2. Growthfund retains the right to request any omitted documents and/or information related to the submitted proposal files from interested parties, as well as any additional documents, clarifications, or information pertaining to any aspect of their proposals, as deemed necessary in accordance with Article 56(3) of Directive 2014/24.
3. Interested parties who fail to meet the minimum participation requirements mentioned above will not be eligible to participate in the award process.
4. Growthfund reserves the right to extend or modify the Contractor's scope of work to include additional services (if necessary) that may arise and cannot be determined at present. These services should be technically, legally, and financially inseparable from the Contractor's work, in accordance with applicable laws.
5. Growthfund fully and unilaterally reserves the right to cancel, suspend, modify, or postpone this procedure without prior notice, as well as to terminate any negotiations or discussions at any stage of the process, without incurring any liability towards participants or any other third party.
6. Growthfund, its advisors, representatives, employees, or executives assume no responsibility or liability for any errors, statements, or omissions arising from this document. No individual shall acquire any rights, claims for compensation, or any other rights or claims based on this Invitation or their participation in the described process, against Growthfund or its advisors, for any reason or cause.

7. By participating, interested parties are deemed to have fully and irrevocably accepted the terms and conditions of this competition.
8. Participation in this tender process implies the complete and unconditional acceptance of the rules outlined in this invitation by the interested parties. Conditional proposals or terms and conditions in the proposals that are inconsistent with this invitation will not be considered and will not bind Growthfund in any manner, both during the bidding process and afterwards.
9. If the preferred candidate fails to reach an agreement with Growthfund regarding the contract's terms and conditions within a reasonable period, Growthfund reserves the right, at its sole discretion, to designate the runner-up preferred candidate as the preferred candidate and award same the assignment. In such a case, the assignment is subject to the conclusion of a written contract as well.
10. Any dispute arising from or related to this Request for Proposal, including any submitted offers and the Contract, shall be subject to the exclusive jurisdiction of the Courts of Athens, and Greek law shall apply.
11. Interested parties are required to submit their offer, marked as "**PROVISION OF BOD TRAINING SERVICES**" exclusively via email to the following address: info@growthfund.gr. Each offer should include all the aforementioned requested dossiers, along with any additional supporting evidence that showcases the interested parties' experience and expertise in relation to the services.

Specifically, each interested party is required to attach a minimum of two separate files to their submission email, ensuring that they are securely locked with passwords. One of these files must contain the financial offer (**DOSSIER E**), which should be attached separately and protected with a different password; failure to comply with this latter requirement shall result in exclusion from the evaluation process.

In any case, upon expiry of the deadline for submission of offers, the interested parties will be invited, through a series of e-mails, to send the passwords that will open the attached files of their offer e-mail.

12. The offers of Interested Parties must be submitted not later **than 20th of May 2026, 16:00 pm Athens time.**