



TENDER ANNOUNCEMENT

1. General Information

Title of the tender: Online workshops for Ukrainian entrepreneurs in Denmark: Communication & Pitch Workshops

Advertiser: TEUH - The European-Ukrainian Hub, Ivaekst ApS, Islands Brygge 39, 4. sal
København S, Denmark

Contact Person:

Veronika Rulli – Program Manager
E-mail: veronika@ivaekst.com
Phone: 5280-8657

Project Duration: February 2026- December 2027

Deadline for submission of proposals: 17.07.2026 at 12.00 noon

Please submit all questions in writing for the sake of documentation.

TEUH - The European Ukrainian Hub is a national entrepreneur project running from February 2026- December 2027. Through this period of time, the goal is to educate and improve the entrepreneurial skills of more than 900 Ukrainians residing in Denmark.

2. Task Description

The objective of this tender is to select a qualified supplier to design and deliver **three online workshops** on communication, presentation, and pitching skills for Ukrainian entrepreneurs in Denmark.



Danmarks

Erhvervsfremmebestyrelse



Virksomhedsudvikling
Danmark

IVÆKST



The workshops must be practical, interactive, and designed to help participants communicate their business ideas clearly, structure effective presentations, and confidently deliver business pitches to customers, partners, investors, and other stakeholders.

Workshop requirements:

Topics:

1. How to Communicate Your Business Idea Clearly

Developing a clear business message, identifying key ideas, and communicating with confidence.

2. How to Structure an Effective Business Pitch

Building a logical presentation structure, creating a compelling storyline, and delivering a strong call to action.

3. How to Present Your Business with Confidence

Improving presentation skills, engaging the audience, managing nerves, and delivering persuasive presentations without relying on a memorized script.

Format:

- Interactive online workshops with practical exercises and group activities;
- Opportunity for participants to ask questions and receive feedback;
- Duration: **2.5-3 hours per workshop**;
- Workshops conducted online (e.g. Google Meet or Zoom);
- Workshops conducted in **English**;
- Workshops delivered once per week or as agreed with the project;
- The supplier must prepare and deliver presentation materials for each workshop.

The supplier must ensure:

- High-quality and engaging workshop content based on proven communication and presentation techniques;

- Practical exercises, group discussions, and real-life business scenarios;
- Clear, structured, and interactive delivery of the workshops;
- Constructive feedback to participants during practical exercises;
- Professional presentation materials and supporting resources;
- Demonstrated experience in communication, presentation skills, or pitch training.

As a part of the promotion of the workshops and attracting participants, the supplier must ensure promotional support for the workshop by providing:

One speaker video (1 per workshop)

Duration: 30 to 90 seconds;

Format: Horizontal or vertical, suitable for social media (MP4, 1080p);

Content: Short introduction to the workshop, objectives and call to action;

Deadline: At least 14 days before the workshop.

Three social media posts (1 per workshop)

Post 1 (event announcement) – at least 14 days before the workshop;

Post 2 (reminder/update) – 7 days before the workshop;

Post 3 (reminder/update) – one day before the workshop day.

Platforms: Facebook, Instagram or relevant social networks.

Posts must include the project name, purpose, DEM funding acknowledgment and visuals.

3. Supplier requirements

Potential suppliers must meet the following criteria:

- Proven experience in delivering communication, presentation, public speaking, or pitch training;
- Practical experience coaching entrepreneurs, startups, or professionals;
- Strong presentation and facilitation skills;
- Ability to deliver highly interactive workshops with practical exercises;
- Experience working with multicultural audiences will be considered an advantage; -

Ability to deliver workshops in **English**.

4. Evaluation criteria for proposals

Tender proposals will be evaluated based on the following criteria:

Quality and content of the training program (60%)

The proposed workshops should be practical, interactive, and relevant to entrepreneurs. The use of practical exercises, participant engagement, real-life business examples, and opportunities to practise presentation and pitching skills will be considered an advantage.

Experience and qualifications of the supplier as a trainer (40%)

Suppliers with demonstrated experience in communication training, presentation skills, pitch coaching, or public speaking will be prioritized. Experience working with entrepreneurs, startups, or multicultural audiences will be considered an advantage.

Financial conditions

The service fee is maximum at 6,000 DKK per workshop session.

This amount must include all costs related to preparation, delivery, presentation materials, recordings, and any other related expenses.

5. Submission conditions for the tender proposal

The proposal must include the following elements:

- A description of the training program and approach to its implementation;
- Information about the trainer or trainers, including their experience and qualifications;
- A detailed description of the organizational process for conducting workshops;
- Contact information of the responsible person.

*Proposal should be sent to e-mail: **veronika@ivaekst.com***

6. Payment terms:

- Payment for the workshops will be made within 30 days after the completion of the last workshop.

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