



Ref. ....

Date ....

Encl. ....

الرقم .....

التاريخ .....

المرفقات .....

حفظه الله

سعادة عميد كلية ...

مدير مركز ....

السلام عليكم ورحمة الله وبركاته ،،،

في إطار البرنامج الوطني لمراكز الابتكار التقني ، وهو أحد برامج الخطة الوطنية للعلوم والتقنية والابتكار ، والذي يهدف لربط النشاط في مراكز البحوث في الجامعات السعودية مع احتياجات القطاع الصناعي وذلك من خلال تطوير تقنيات البحوث الصناعية والتعامل مع التحديات التقنية التي تواجه القطاع الصناعي.

عليه تأمل العمادة في دعوة أصحاب السعادة أعضاء هيئة التدريس والباحثين لديكم للتقدم بالطلبات المبدئية للمنافسة على إنشاء مركز للابتكار التقني في موعد أقصاه الأربعاء 14 نوفمبر 2012 الساعة الخامسة مساءً ، على أن يشتمل الطلب المبدئي للمعلومات بالنموذج المرفق ويرس في ثلاث صفحات باللغة الإنجليزية على البريد الإلكتروني [tic@kacst.edu.sa](mailto:tic@kacst.edu.sa) ، ويمكن الاطلاع على نموذج طلب العروض (الدورة الثالثة للبرنامج الوطني لمراكز الابتكار التقني) والذي تم إعداده مع الفريق الدولي المخصص لهذا الغرض بمدينة الملك عبد العزيز للعلوم والتقنية على الرابط التالي:

<http://www.kacst.edu.sa/ar/services/tenders/documents/TIC.R3.RFP.pdf>

ولمزيد من المعلومات يمكنكم التواصل مع البرنامج الوطني لمراكز الابتكار التقني بمدينة الملك عبد العزيز للعلوم والتقنية على هاتف رقم (01-4540251-4531895) فاكس (01-4534956).

وتقبلوا خالص تحياتي وتقديري،

عميد البحث العلمي

أ.د. يوسف عبد العزيز التركي



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### المعلومات المطلوبة للطلب المبدئي

#### **Letter of Intent Due: 14<sup>th</sup> November 2012**

A three-page letter of intent to submit a proposal in English (Times New Roman 12 point font, single spaced, 1" margins on all sides) containing the following, to be submitted electronically to [tic@kacst.edu.sa](mailto:tic@kacst.edu.sa). Only electronic copies in Microsoft Word/Excel or Adobe PDF formats are required and hard copies are not accepted. A confirmation email will be submitted after receipt of the documents.

The following will be included in the Letters of Intent:

- Cover Sheet (*Please see Appendix A*). The KACST TIC Letter of Intent Cover sheet from Appendix A should be utilized. The Cover Sheet is not included in the page limit;
- Research Strategy. Vision, goals, and research thrusts. A section must be dedicated to how the research thrusts are integrated into a unified theme;
- Problem Statement. Description of the issues that need to be addressed by the proposed Center;
- Statement of Work. Description of the work activities, deliverables, and timeline of the activities at the Center;
- Addressing the Objectives of the Program. Referring to Section 8.2, describe how the proposed Center will address the objectives of the KACST TIC Program;
- Relevant Expertise. Summary of relevant expertise brought to the Center by key personnel;
- Rationale for Funding. Summary of why KACST should fund the Center;
- Potential Partnerships. Summary of potential partners and why they would be engaged;
- Letter of Institutional Support. Documentation from the Vice Rector of Scientific Research or Rector (the Letter of Institutional Support does not count towards the page limit); and
- Principal Investigator CV. The CV template is included as Appendix B. If the template is not used, CVs **must not** be over 2 pages in length. Please attach the CV as an appendix. Do not include CVs for any other staff. The Principal Investigator CV is not included in the page limit.

#### **Letters of Intent will not be considered if:**

- The document or the Principal Investigator CV exceeds the specified page limit;
- A strategic technology, as defined in Section 2.1, is not addressed;
- Valid contact information is not provided;
- A Principal Investigator submits more than one Letter of Intent (first-received Letter of Intent will be the only Letter considered);
- The Letter of Intent is dedicated to a project by a single researcher;
- The Letter of Intent is focused on building infrastructure;
- The Letter of Intent, or any component, arrives after the deadline;
- The Letter of Intent is in Arabic;
- An institutional letter of support is not included; or
- Any requested section of the Letter of Intent is not included in the document.

Letters of Intent will be reviewed by a panel of experts. Selection will be based on a multitude of factors and questions, as defined in Section 8.2, including existing Center competencies, strategic



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technology, research strategy, key personnel and their expertise, rationale for funding, and letter of institutional support.

## Appendix A: KACST TIC Submission Cover Sheet

This cover sheet must be included within your KACST TIC Letter of Intent and Full Proposal.

KACST TIC Information	
University	
KACST TIC Name (The name format must be KACST TIC on "Technology Name" at "University Name")	
Primary Strategic Technology Area (The strategic technology addressed by the proposed KACST TIC)	
Secondary Strategic Technology Areas (The secondary strategic technologies addressed by the proposed KACST TIC - number in order of importance)	
Principal Investigator Information	
Principal Investigator	
Principal Investigator Email Address	
Principal Investigator Mobile Number	
Primary Contact Person	
Primary Contact Person Name	
Primary Contact Person Title	
Primary Contact Person Email Address	
Primary Contact Person Mobile Number	
Research Thrusts	
Research Thrust 1 Name	
Research Thrust 1 Team Leader	
Research Thrust 1 Team Leader Email Address	
Research Thrust 1 Team Leader Mobile Number	
(Please repeat for each Research Thrust)	
Potential Industrial Partners	
Industrial Partner 1 Name	
Industrial Partner 1 Email Address	
Industrial Partner 1 Mobile Number	
(Please repeat for each Industrial Partner)	