



Republika e Kosovës
Republika Kosova-Republic of Kosovo
Qeveria-Vlada-Government

Ministry of Industry, Entrepreneurship and Trade
Ministarstvo Industrije, Preduzetništva i Trgovine
Ministry of Industry, Entrepreneurship and Trade
Kosovo Investment and Enterprise Support Agency

GRANT SCHEME

Application Guide: Public call for financial support to Micro, Small and Medium-sized Enterprises (MSMEs) for product certification.

Contracting and implementing authority: Ministry of Industry, Entrepreneurship and Trade (MIET), namely the Kosovo Investment and Enterprise Support Agency (KIESA).

1. Purpose

MIET, through the KIESA Agency, launches the grant scheme to support MSMEs, aiming to assist enterprises in obtaining international product certification, with the purpose of increasing the export of goods and services. This scheme supports international certifications that cannot be carried out in Kosovo. Enterprises seeking international certification for products featuring environmental sustainability or circular economy characteristics, including recyclable content, sustainable design, or use of renewable resources, are encouraged. This is because innovative products with green and circular features are increasingly in demand in international markets.

2. Sectors

The right to apply is granted to MSMEs from all sectors, the products of which require international certification.

3. Financial support provided by MIET/KIESA

The total amount of the grant scheme is €600,000. MIET/KIESA reserves the right not to allocate all available funds. Grants will be awarded to MSMEs, with a maximum value of up to €25,000 per beneficiary. Any excess over this amount must be covered by the beneficiary enterprises themselves.

4. Documents required for application according to Administrative Instruction 01/2018

1. Business registration certificate with all accompanying information as required by the applicable legislation in the Republic of Kosovo.
2. Fiscal number certificate (not applicable to businesses that have their business registration number and fiscal number in a single certificate).
3. Tax clearance certificate certifying that the applicant has no outstanding tax debts or other tax liabilities or is under a debt settlement agreement with TAK.
4. Employee list for 2024 issued by TAK, bearing the name of the applying business in accordance with the Unique Identification Number (UIN) (can be downloaded online from TAK's website). Based on this list, MSMEs will be categorized and assessed. Enterprises registered during 2024 and 2025 must provide the employee list from the date of registration.
5. A copy of the ID card of the person(s) under whose name the applicant is registered.

6. Proof from the applicant that it is not under bankruptcy or forced judicial administration, issued by the Basic Court – original required, not older than 30 days. This document can be obtained at the Commercial Court of Kosovo.
7. Proof of an active bank account in the name of the applying business at one of the banks licensed by the Central Bank of Kosovo. The proof must be within the validity period of the public call.
8. Bank account statement in the name of the applying business for the last year (2024). This is not applicable to newly established applicants.
9. The project proposal must include: the purpose, project activities, financial cost, implementation timeline and professional plan for carrying out the project on international product certification, including market expansion potential, intended export destination, as well as the applicant's organizational structure and company objectives. The project proposal must be prepared by the applying entity and uploaded to the e-Kosova platform.
10. The offer must be issued in the name of the enterprise, by a conformity assessment body (notified or accredited) that will certify the product, and accredited by an accreditation body of a recognized country.
11. The applicant must not have received funds from other sources for the same activities (proven by a statement under oath, which must be downloaded from KIESA's website, filled in with business data and uploaded to the e-Kosova system).
12. The applicant must have fulfilled all obligations from previous financial support, if they have received public funding from MIET in the last two years (proven by a statement under oath, which must be downloaded from KIESA's website, filled in with business data and uploaded to the e-Kosova system).
13. Enterprises registered before 2024 must submit turnover for 2024, proven by a document issued by TAK. Enterprises registered during 2024 and 2025 must submit total turnover since registration.
14. The application and budget must be completed online on the e-Kosova platform.

5. Additional clarifications

- Applications are received in Albanian, Serbian and English.
- MSMEs that have received direct financial support from MIET/KIESA in 2023 and 2024 through the product certification grant scheme are not eligible to benefit from this call. Furthermore, in 2025, the same enterprises cannot benefit from other schemes except for the digitalization services scheme.
- If the enterprise is selected as a beneficiary, a bilateral agreement (between MIET/KIESA and the enterprise) will be signed, which will include all declarations made at the time of application.
- For beneficiary enterprises, from the publication of the preliminary list, until the payment is executed, no changes in the KBRA are allowed.
- Before signing the agreement, beneficiary enterprises are required to provide a guarantee from insurance companies or banks for the total grant amount.
- After signing the agreement, 100% of the approved grant value will be transferred to the beneficiary enterprise.
- VAT is an eligible expense for individuals and non-VAT-declaring enterprises, whereas, for VAT-declaring enterprises, it is considered a non-eligible expense.

- Beneficiaries will be the enterprises ranked with the highest scores by the evaluation committee. Depending on budget limitations, the list of beneficiary enterprises may include up to 10 reserve enterprises.
- Changes to the offer can only be made upon a specific request submitted to MIET/KIESA, respectively to the monitoring committee. The request must be supported by valid justification from the beneficiary and can only be implemented after the request is approved; the project concept and the grant amount approved by the Ministry must remain unchanged. In cases where the selected bidder's prices are higher than those presented in the application project, the price differences shall be covered by the beneficiary, and under no circumstances shall the grant amount from the Ministry be changed.
- The list of beneficiary enterprises will be published on the official websites of MIET and KIESA.
- With this call, consultancy companies that provide services to applicant enterprises are excluded from the process. If their involvement is identified as representatives of the enterprises, the applicants will be disqualified. This is because the entire process is simple and free of charge, starting from the electronic application through the e-Kosova platform, to the evaluation, signing of agreements, disbursement of funds, and their monitoring.
- Beneficiary enterprises, during the monitoring process, must also prove the certification process with the original invoice.

6. Duration

The maximum planned duration for full implementation of the project funded by MIET/KIESA is 12 months from the date of contract signing between the parties and no extension will be granted. Enterprises are required to report at least 30 days before the agreement expires.

7. How to apply

- The public call notice is published on the official websites of MIET and KIESA: <https://mint.rks-gov.net> AND <http://kiesa.rks-gov.net>
- Applications should be submitted only through the e-Kosova <https://ekosova.rks-gov.net/501>
- Application deadline: from 04.06.2025 to 25.06.2025.
- Additional information may be obtained via the following email address: sme.kiesa@rks-gov.net

#	8 Evaluation criteria	Maximum points
1	Importance of the project proposal for international product certification	up to 40 points
2	Turnover declared and verified by the TAK as per point 13, Article 4 of this Guide	up to 20 points
3	Potential for market expansion, with a focus on the intended export market	up to 20 points
4	Social and Economic Impact: Number of new jobs expected to be generated during and after the completion of the project.	up to 20 points
#	Total	up to 100 points

9. **Complaints:** Following the publication of the preliminary results, applicants may submit complaints within the deadline specified by Administrative Instruction 01/2018, only through the e-Kosova platform.

Note: If it is proven that the information provided in the application is inaccurate, the beneficiaries will not receive payment and will be held liable according to the applicable legislation.