



Request for proposal

Multiple-vendor workforce data intelligence and insights

InnoEnergy

Company KIC InnoEnergy SE

Registered Office Kennispoort 6th floor · John F. Kennedylaan 2 · 5612 AB Eindhoven · The Netherlands

Phone +31 (0) 40 240 60 31 · email info@innoenergy.com · VAT-ID 8500.04.287.B.01 · Bank ABN Amro Bank

Account number 46.58.19.958 · IBAN NL44ABNA0465819958 · SWIFT ABNANL2A

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2. Overview of InnoEnergy

InnoEnergy is a European company fostering the integration of education, technology, business and entrepreneurship and strengthening the culture of innovation. The challenge is big, but our goal is simple: to achieve a sustainable energy future for Europe. Innovation is the solution. New ideas, products and services that make a real difference, new businesses and new people to deliver them to market. At InnoEnergy we support and invest in innovation at every stage of the journey – from classroom to end-customer. With our network of partners we build connections across Europe, bringing together inventors and industry, graduates and employers, researchers and entrepreneurs, businesses and markets.

We work in three essential areas of the innovation mix:

- Education to help create an informed and ambitious workforce that understands the demands of sustainability and the needs of industry.
- Innovation Projects to bring together ideas, inventors and industry to create commercially attractive technologies that deliver real results to customers.
- Business Creation Services to support entrepreneurs and start-ups who are expanding Europe's energy ecosystem with their innovative offerings.

Bringing these disciplines together maximises the impact of each, accelerates the development of market-ready solutions, and creates a fertile environment in which we can sell the innovative results of our work.

For more information about our company please visit the following website:

<http://www.innoenergy.com/about-innoenergy/>

3. Scope of work

The InnoEnergy Skills Institute (IESI) is a public-private education business line of InnoEnergy to support the transformation of the European industry towards an electrified and green future, funded by the European Union (EU). The IESI provides training solutions and skills intelligence for the clean energy value chains as new and strong, strategic industrial pillars are established across Europe. The IESI provides pan-European training solutions and skills intelligence with a strong focus on distance learning tools and e-Learning, powered by its network and all its industry partners.

IESI skills intelligence is core for the services and solutions provided and is used for multiple purposes such as learning journey creation, assessments, trends analysis, etc.

IESI has an existing portfolio of training programmes. The programmes are updated on a yearly basis and are progressively translated and offered in all languages of the EU. They cover topics on battery storage, solar, and hydrogen value chains. IESI is expanding their training solutions and services.

Framing the collaboration InnoEnergy is looking for in this RFP

To inform the course and development roadmap and ensure we are aligned with industry needs and emerging trends, InnoEnergy is seeking one or more skills intelligence partners to help us identify crucial current job roles and skills, and to forecast the future demand and evolution of talent needs of the clean energy industries. InnoEnergy is looking for partner(s) with a proven track record in using “big data” analytics and artificial intelligence tools to generate workforce and labour insights with a level of granularity described below.

We are looking for partners who can deliver a professional service, delivering high quality, and who can help us identify crucial current job roles and skills currently as well as forecasting future skills and jobs evolution.

InnoEnergy wants to engage in this partnership in such a way that the lean InnoEnergy organisation takes the lead in strategy development and presentation of results and the partner(s) takes the lead in the operational execution of data input processing, data capturing, aggregation, analysis, and visualisation. InnoEnergy is looking for a long-term partnership(s) to dynamically capture and analyse workforce and labour data at European and US-wide level in connection to InnoEnergy's skills intelligence strategy.

We expect our partner(s) to contribute by providing one or more of the following:

- Monitoring of global labour market data from multiple sources (e.g., collected reports, articles, and job listings) to identify trending job and skills demands in clean energy value chains (e.g., battery, solar, hydrogen). InnoEnergy and IESI can provide already collected reports if required.
- NLP and other AI-driven analytical tools to regularly crawl data, analyse, and map skills requirements to job profiles as accurately as possible. Preferably both current and future skills data.
- Ability to standardise skill data based on IESI Skills Taxonomy and to propose new standardized skill data based on market evolution and industry needs, even when not available in the IESI Skills Taxonomy. Ideally able to upload the updated IESI Skills Taxonomy data monthly, otherwise quarterly.
- Data dashboards that filter by value chain steps, geographies, and time range, and should include accurate provenance for data traceability.
- Job profiles that ideally include a sufficient level of detail to reflect the requirements, responsibilities, and skill levels of a job profile, and to differentiate it from adjacent roles such as proficiency level, skill or job evolution and demand, etc.
- Job descriptions and skills descriptors, when possible, articulated at a level of granularity that facilitates alignment to training opportunities. Ideally, when skills descriptors are presented in the context of a job profile, they would include the level of expertise, responsibility, and autonomy with which the skill must be executed in the context of that particular job role.
- Visualisation of the analysis outputs and insights in a clear, concise, and actionable manner that can be used for multiple business purposes by InnoEnergy.

Proposals for the above should ideally include options for periodic “snapshot” reporting and the provision of a dynamic dashboard showing real-time data and visualisations for insights, with an option allowing InnoEnergy to manually or automatically add additional data sources, job roles, skills data and skills descriptors.

Service Description: Skills Intelligence Services

InnoEnergy is looking for the following as part of Skills Intelligence services:

- Data input processing (Natural Language Processing)
- Labour and workforce data capturing, aggregation, processing and analysis

- Database and data dashboard for updated and dynamic data related to skills and job profiles

Any tenderer may choose to offer one or more service components (A through C) in this RFP. Each offer should indicate a price for the individual components and a (potential) volume discount for each component. If there are multiple solutions available for a partner for a certain component, a price should be provided for each solution.

Due to the expected large volume of work, more than one vendor may be selected for each of the components (A through C) requested in this RFP.

InnoEnergy will not commit to a minimum volume of work, neither in time spent on the services, nor in compensation paid.

Selected vendors will be assigned work on a project-by-project basis, depending on their availability, expertise, and expected delivery time for each call-off of services.

A. LOT 1 - Data input processing (Natural Language Processing)

InnoEnergy Activity	<p>Data input processing services will be outsourced to the Partner on a per project basis or continuous basis.</p> <p>InnoEnergy may provide:</p> <ul style="list-style-type: none"> • Target part of a clean energy value chain and breakdown of clean energy value chain • Type of companies to target job listings crawling • Other types of sources (e.g. reports) • SME (subject matter expert) support for consultation, reviews, and other input
Partner Activity and Outputs	<ul style="list-style-type: none"> • Standardised listing of job profiles categorised by frequency, related trends, and urgency • Standardised listing of skills/knowledge based on frequency, trends, and proficiency level (use of IESI Skills Taxonomy) • Job profiles should ideally include sufficient detail to accurately reflect the requirements of each role and differentiate between adjacent roles (e.g. proficiency level, job evolution, and demand trends) • Job descriptions and skill descriptors, when possible, should be articulated with a level of granularity, including level of expertise, responsibility, and autonomy for the given role context <p>We expect the Partner to include the following types of data sources:</p> <ul style="list-style-type: none"> • Public data and sources • Job listings and job boards • Statistical data • Business profiles • Reports/articles on market trends and workforce trends within the area of clean energy • Reports/articles on workforce analytics and skills management within the area of clean energy

B. LOT 2 - Labour and workforce data capturing, aggregation, processing and analysis

InnoEnergy Activity	<p>Labour and workforce data capturing, aggregation, processing and analysis services will be outsourced to the Partner on a per project basis or continuous basis.</p> <p>InnoEnergy may provide:</p> <ul style="list-style-type: none"> • Target part of a clean energy value chain and breakdown of green value chain • Type of companies to target job listings crawling • Other types of sources (e.g. reports) • SME (subject matter expert) support for consultation, reviews, and other input
Partner Activity and Outputs	<p>Partner must have deep experience in capturing, aggregating, processing, and analysing labour and workforce data.</p> <p>Labour and workforce data capturing, aggregation, processing and analysis services include:</p> <p><i>Data capturing and aggregation based on:</i></p> <ul style="list-style-type: none"> • Monitoring of global labour market data from multiple sources (e.g. collected reports, articles, and job listings) to identify trending job and skills demands in clean energy value chains (e.g., battery, solar, hydrogen) • Trends on job and skill demands identified by the Partner or InnoEnergy • Skill groups standardised to the IESI Skills Taxonomy • Value chain step(s) • Geographies – European countries, US states, Canada are of main interest • Data duration and historical data as agreed upon • Seniority • Job and skills demand evolution (short- and long-term projections) <p><i>Processing, analysis, and insights:</i></p> <ul style="list-style-type: none"> • Analyse data in connection to identified workforce trends within the agreed upon parameters • Evaluate the data in terms of frequency, urgency, relevance in short and/or long-term (current and future forecasts) • Compare the results with historical data to identify trends for job



	<p>roles and skills/knowledge and their future orientation</p> <ul style="list-style-type: none"> • Ability to standardise skill data using the IESI Skills Taxonomy and propose new skills based on market evolution, even when not present in the current taxonomy • Upload updated taxonomy data regularly (preferably monthly, otherwise quarterly) • Provide insights based on the identified results in the form of visualisations that can be shared with stakeholders and used for various business purposes • Ensure outputs are sufficiently granular to differentiate job roles <p>The Partner should ensure the integrity and quality of the data and an efficient automated process. InnoEnergy reserves the right to use the final outputs and analysis for multiple business purposes, commercial or otherwise, without prior consent from the Partner.</p>
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C. **LOT 3 - Database and data dashboard for updated and dynamic data related to skills and job profiles**

InnoEnergy Activity	<p>Database and data dashboard services will be outsourced to the Partner on a per project basis or continuous basis.</p> <p>Inputs to the database and data dashboard may be generated by activities A and B above or provided directly by InnoEnergy. InnoEnergy reserves the right to use the final outputs and analysis for multiple business purposes, commercial or otherwise, without prior consent from the Partner.</p> <p>InnoEnergy already has a large amount of relevant data (approximately 700 job roles and 600 skills/knowledge) that will be validated against the outputs of the Partner. If a dynamic database and dashboard is proposed, InnoEnergy should be able to include additional job roles and skills/knowledge that might not appear in the outputs of the Partner.</p>
Partner Activity and Outputs	<p>Output report or live data dashboard with visualisation of the data that have been processed and analysed within each scope (on a project basis or continuously) providing inputs on current and future job roles and skill needs in clean energy value chains.</p> <p>The dashboard should ideally support filtering by value chain steps, geographies, and time range, with accurate provenance for data traceability</p> <p>Partner(s) proposing to provide the services described in this section should indicate whether they are offering to provide one or both of the following:</p> <ul style="list-style-type: none"> • Periodic reports comprised of labour market data, skills, and jobs as described in activities A and B above, with the addition of insights and recommendations based on the analysis



	<ul style="list-style-type: none"> • Live data dashboard providing customised views of the labour market data, skills, and jobs as described in activities A and B above, with the ability to add and filter the data to generate targeted insights and visualisations
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Contract duration and terms

The contract duration is for 12 months. In case the budget coverage for future support for the services presently tendered, plus the continuing need for the services provided by the tenderer, InnoEnergy intends to extend the contract with the winner of the present supplier selection process with another 12 months. Any possible pricing changes during the contract extension must be incorporated in this submitted proposal that will be part of the financial evaluation. No adjustments can be made in the pricing conditions during the extension unless specified in the proposal. The contract extension will be done through a direct award procedure. This extension is subject to financial coverage and high-quality performance of the contractor as well as continuous need for the services, however this does not bind InnoEnergy to carry out an extension.

Operational Execution

As per the agreement between InnoEnergy and the selected Partner(s), an implementation project will be set up to execute the processes described above. The Partner(s) shall apply data-driven methodologies including Natural Language Processing (NLP), AI-based analytics, and taxonomy alignment with IESI Skills Taxonomy. The aim is to have a basic setup for the operational execution in a 4-6 weeks' time frame. In the second phase, the plan is to scale up the operations based on the volume and desired timeline.

After the selection of Partner(s), Project Managers from both sides will be assigned. The high-level implementation plan will be available one month after assigning the Partner. The Project Managers will define the Project Governance structure including reporting structures, escalation structures, and fixed meeting schedules. The Project Managers will agree on a more detailed implementation scheme and the necessary project follow up procedures.

As described above InnoEnergy is looking for an experienced Partner(s) to execute these services. The Partner(s) is requested to propose a high-level project plan to realise the implementation of the processes mentioned above.

The Partners can choose to propose its implementation methodology if it is different from what is shared in this document. An implementation strategy that is mutually agreed upon between InnoEnergy and the Partner(s) will be worked out.

4. Proposal Process

4.1. Participation

- a) Participation in this proposal procedure is open to all tenderers.
- b) All participants must sign the Tenderers' declaration form attached and submit it with the proposal. Please note that the tenderer may not modify the text, it has to be submitted signed as provided by InnoEnergy attached to the request for proposal document.

4.2. Submission of proposal

	DATE (Calendar dates)
RFP publication on website	2 May 2025
Deadline for requesting clarification from InnoEnergy	8 May 2025
Deadline for submitting proposals	13 May 2025
Intended date of notification of award	15 May 2025
Intended date of contract signature	21 May 2025

Proposals must be emailed in English to the following address to:

Contact name: for the attention of Andre Vieira and Katarzyna Malec

E-mail: andre.alvarez@innoenergy.com and katarzyna.malec@innoenergy.com

The proposal shall contain:

- **the technical response to the service requested (point 3).**
- **the financial offer (the price for the services.)** The Financial offer must be presented in **Euro**. Prices must be indicated as net amount + VAT.
- **an indication of supplier's insurance coverage.** The proposal must specify whether the supplier has taken out a company liability insurance and/or professional liability insurance including the maximum amount of coverage in **Euro** per event per insurance.

Responses should be concise and clear. The tenderer's proposal will be incorporated into any contract that results from this procedure. Tenderers are, therefore, cautioned not to make claims or statements that they are not prepared to commit to contractually. Subsequent modifications and counter-proposals, if applicable, shall also become an integral part of any resulting contract.

The tenderer represents that the individual submitting the natural or legal entity's proposal is duly authorized to bind its entity to the proposal as submitted. The tenderer also affirms that it has read the instructions to tenderers and has the experience, skills and resources to perform, according to conditions set forth in this proposal and the tenderers' proposal.

Tenderers are requested to submit with their proposal together with the filled-out Tenderers' declaration form (see point 4.1).

4.3. *Validity of the proposals*

Tenderers are bound by their proposals for 90 days after the deadline for submitting proposals or until they have been notified of non-award.

The selected winner must maintain its proposal for a further 60 days to close the contract.

Proposals not following the instructions of this Request for Proposal can be rejected by InnoEnergy.

4.4. *Requests for additional information or clarification*

The request for proposal should be clear enough to avoid tenderers having to request additional information during the procedure. In case the tenderers are in need of additional information or clarification, please address it to the address below. **All information requested or answered may only be done through written communication – email only.** All questions should be sent prior to deadline for requesting clarification as specified in 4.2. In case of complex or high value procurements, InnoEnergy could arrange a clarification session which will be communicated to the tenderers.

Contact name: for the attention of Mrs. Dimitra Maleka

E-mail: dimitra.maleka@innoenergy.com

InnoEnergy has no obligation to provide clarification.

4.5. *Costs for preparing proposals*

No costs incurred by the tenderer in preparing and submitting the proposal are reimbursable. All such costs must be borne by the tenderer.

4.6. *Ownership of the proposals*

InnoEnergy retains ownership of all proposals received under this tendering procedure. Proprietary information identified as such, which is submitted by tenderer in connection with this procurement, will be kept confidential.

The potential or actual supplier should accept that during the implementation of the contract and for four years after the completion of the contract, for the purposes of safeguarding the EU's financial interests, InnoEnergy may transfer the proposal and the contract of the supplier to internal audit services, to the EIT, to the European Court of Auditors, to the Financial Irregularities Panel or to the European Anti-Fraud Office.

4.7. *Clarification related to the submitted proposals*

After submission of the proposals, they shall be checked if they satisfy all the formal requirements set out in the proposal dossier. Where information or documentation submitted by the tenderers are or appears to be incomplete or erroneous or where specific documents are missing, InnoEnergy may request the tenderer concerned to submit, supplement, clarify or complete the relevant information or documentation within an appropriate time limit. **All information requested or answered may only be done through written communication – email only.**

4.8. *Negotiation about the submitted proposal*

After checking the administrative compliance of the tenderers, InnoEnergy may negotiate the contract terms with the tenderers. In this negotiation InnoEnergy will ask all tenderers to adjust the

proposal or specific sections of the proposal within an appropriate time limit. In case of negotiation, InnoEnergy shall provide further information about the proceedings and timing.

4.9. *Evaluation of proposals*

The quality of each proposal will be evaluated in accordance with the below mentioned award criteria. The award criteria will be examined in accordance with the requested service indicated in Section 3 of the document.

Evaluation criteria

Criteria	Maximum Points
1. Project experience and competences of the members of the proposed Partner project teams.	10
2. Showing evidence of the proven track record of experience with using “big data” and artificial intelligence to generate workforce and labour insights	15
3. Alignment and completeness of the proposal in addressing the requirements in Section 3.	20
4. Methodology approach of the project implementation and processes proposed to manage the outsourced tasks. This includes project management and interaction with InnoEnergy for planning, delivery, review and feedback, proposed timeline, follow-up and reporting.	10
5. Liability exposure: tenderer with best insurance coverage and least changes to contract template shall receive the highest score.	5
Total technical score:	60
6. Price or total cost of the project covering the setup and delivery of the required outputs for a year: lowest offered price shall receive the highest score, other shall be calculated in relation to that in linear equation.	40
Total financial score:	40
Total maximum score:	100

4.10. *Signature of contract(s)*

The successful and unsuccessful tenderers will be informed in writing (via email) about the result of the award procedure.

For the contract the Service Agreement in Annex 2 shall apply. **Any change desired by the tenderer in the provisions contained in the body of this Service Agreement needs to be communicated to InnoEnergy as part of the proposal of such tenderer.** Background for this is that such desired changes need to be taken into account in the evaluation of the proposal of each tenderer under Liability Exposure above. Significant changes are likely to lengthen the negotiation process, making it less likely that the Service Agreement can be signed in time.

Within 5 days of receipt of the contract from InnoEnergy, the selected tenderer shall sign and date the contract and return it to InnoEnergy. Upon receipt, InnoEnergy shall also sign and send back to the winner one signed copy. In case the winning tenderer is unable to enter into the contract within the above mentioned time period, InnoEnergy may decide to contract the second best.

4.11. *Cancellation of the proposal procedure*

In the event of cancellation of the proposal procedure, InnoEnergy will notify tenderers of the cancellation. In no event shall InnoEnergy be liable for any damages whatsoever including, without limitation, damages for loss of profits, in any way connected with the cancellation of a proposal procedure, even if InnoEnergy has been advised of the possibility of damages.

4.12. *Appeals/complaints*

Tenderers believing that they have been harmed by an error or irregularity during the award process may file a complaint. Appeals should be addressed to InnoEnergy. The tenderers have 5 days to file their complaints from the receipt of the letter of notification of award.

4.13. *Ethics clauses / Corruptive practices*

InnoEnergy reserves the right to suspend or cancel the procedure, where the award procedure proves to have been subject to substantial errors, irregularities or fraud. If substantial errors, irregularities or fraud are discovered after the award of the Contract, InnoEnergy may refrain from concluding the Contract.

The supplier shall take all measures to prevent any situation where the impartial and objective implementation of the contract is compromised for reasons involving economic interest, political or national affinity, family or emotional ties or any other shared interest ('conflict of interests'). He should inform InnoEnergy immediately if there is any change in the above circumstances at any stage during the implementation of the tasks.

4.14. *Many journeys. One welcome.*

Diversity, inclusion and equality of opportunity are core InnoEnergy values. We are committed to extending the same warm welcome to everyone, whatever their personal journey. We strive to ensure every voice is heard.

We value the contribution that different viewpoints make to our business of innovation. Having a variety of perspectives at all levels also equips us to meet the needs of the diverse communities we serve.

We extend our commitment across the career cycle. We recruit people from diverse backgrounds—for example, as of 2022, we employed 39 nationalities split 50-50 male-female. We then ensure that every member of our team is involved and valued, and receives equal recognition and opportunities for advancement.

In all areas of the employee experience (including recruitment, compensation and career development), and in all dealings with customers and communities, InnoEnergy staff will value merit regardless of age, social status, race, colour or genetic features, disability, ethnic/social origin or national minority membership, gender, gender reassignment, sexual orientation, language, marital or partnership status, political or any other opinion, economic status, religion or spiritual belief.

Although we do not use this as a vendor selection criterion, we are interested in learning from others, and would be happy to receive anything about your Diversity values or policy that you would care to offer.



4.15. Annexes

Annex 1: Tenderers' Declaration form.

Annex 2: Draft Contract Template.