

Request for proposals

Quality Management Services:

AI 4 Green Deal Project

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 maximizes 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

Framing the collaboration InnoEnergy is looking for in this RFP

Over the last years, data & AI skills are growing in importance in the energy sector and become key requirements for energy engineers. Research shows that there is still a large gap between industry needs and the general academic offer. To achieve the Green Deal objectives of reducing greenhouse gas emissions, increasing energy efficiency, and promoting the integration of renewable energy sources, education

providers need to accelerate the training of engineering talents and energy professionals in digital skills. The AI4 Green Deal project aims to design and deliver a 120 ECTS Master's double degree programme that uniquely combines energy domain knowledge with data & AI skills, and innovation and entrepreneurship skills. The project also plans to offer flexible and stackable self-standing modules certifying a wider audience of learners, including working professionals. The project consortium consists of 3 university partners, 1 business school, 1 research partner, an L&D organisation and 6 industry partners from 10 EU countries, coordinated by InnoEnergy. The industry partners will take an active role in the design, implementation and dissemination activities ensuring maximum fit to the skill gap for advanced data & AI skills in sustainable energy. The project will implement a comprehensive curriculum based on the InnoEnergy Data Science for Energy Engineers skills framework validated by an industry advisory board. It will employ active learning and project- and challenge-based learning approaches, co-designed and co-delivered with the industry partners. The project aims to reach a minimum of 150 students graduating or starting the full degree programme, and 300 learners obtaining a professional certificate by the end of the project. A financial sustainability plan

will guarantee the continuation of the new educational offering by InnoEnergy Masters+.

InnoEnergy is seeking an experienced external partner knowledgeable of European Educational Projects for the AI 4 Green Deal Project to ensure impartial quality review and management and develop the Quality Assurance, Data Management Plan and Risk Management Plan as outlined below.

Requirement 1: Project Quality Assurance Planning and Follow-Up

A Quality Assurance Plan and the associated processes will be specifically developed for the needs of this project. This plan will lay out the roadmap for an effective project quality assurance process by defining core planning elements such as the timing and frequency of quality assessments, responsibility allocation along with anticipated time commitments, expected involvement of responsible Partners, and any other aspect that may be important or unique to the Project and its stakeholders. The establishment of the Quality Assurance Plan also aims at standardising the methods of management of the project and of work organisation.

The main objective of the Quality Assurance is to set up a quality assurance plan for the project defining success indicators and key performance indicators (KPIs) for the different tasks and deliverables in collaboration with the Project Lead and Partners to identify potential deviations, challenges, or opportunities for improvement, Implement the plan in collaboration with the Partners by performing a preliminary, intermediate and final Quality assessment evaluation for:

- a consistent and qualitative assessment of the various Work Packages and activities during the project lifespan.
- Making sure that the deliverable in the project are submitted in time with the correct reviewing procedures and in line with the quality requirements of the European Commission.
- Assessing efficiency, relevance, impact and sustainability of the project
- Evaluating the efficiency of the performed Dissemination & Communication activities as well as the Sustainability one, as planned in the WP6.
- The results of this evaluation will be used to further improve implementation of the project to achieve all its objectives.
- The evaluation will be carried out based on Quantitative and Qualitative indicators.

Important remark. This project aims at developing a new Master's Program. The Quality topics which are typically related to the educational aspects are NOT part of this RFP as they will be handled by the participating universities.

Requirement 2: Data Management Plan

The objective is to create a Data Management Plan for the duration of the project creating transparency and detailing the handling of data including personal data following GDPR requirements.

Requirement 3: Risk Assessment and Mitigation Plan

In the original project application, the risks have been inventoried and mitigation activities have been proposed. The objective of this task is to performing risk assessment & mitigation plan with the eyes of an external party. During the project duration the external party will help the Project Lead to managing the project risks, estimating impacts and defining responses.

Examples of the Deliverables to be created by the external partner include, but are not limited to:

February 2026:

D1.2. Project governance & risk mitigation plan

Digital report in English describing project governance structure and projects teams & risk assessment signed off by all beneficiaries

October 2026

D1.6. Project Quality Assurance Plan & implementation

Report assessing efficiency, relevance, financial management, impact and sustainability of the project using Quantitative & Qualitative indicators incl. recommendations for improvement.

For all other deliverables in the project, the external partner will set up the procedures and manage the deliverable review.

The winner of this tender should also attend the Project Board meetings, review the deliverables from the other organisations in the consortium.

Timing and planning.

The external partner should be able to start in the project after October 28, 2025 the kick off meeting of the project. Timing and planning need to be discussed with InnoEnergy to be in line with the AI4 Green Deal project plan which is available on request.

The agreement with the winner of this tender will be signed for 24 month.

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/s of the present supplier selection process with another 24 months. 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 and continuous need for the services, but this does not bind InnoEnergy to carry out an extension.

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)
Sending out RFP invitations to the potential suppliers	2025-10-22
Deadline for requesting clarification from InnoEnergy	2025-11-03
Deadline for submitting proposals	2025-11-14
Intended date of notification of award	2025-11-18
Intended date of contract signature	2025-11-24

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

Contact name: for the attention of Mrs. Katja Trued

E-mail: katja.trued@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. Eylem Tasdemir

E-mail: eylem.tasdemir@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

1. Project experience and competences of the members of the proposed project teams (maximum point: 25)
2. Methodology approach of project and proposed project implementation (maximum point: 25)
3. Liability exposure: tenderer with best insurance coverage shall receive the highest score (maximum point: 10)

Total technical score: 60 points maximum

4. Price or total cost: lowest offered expert unit price shall receive the highest score, other shall be calculated in relation to that in linear equation (maximum point: 40)

Total financial score: 40 points maximum

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 3 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 3 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.