

Request for proposals

Business Case Manager – Societal Acceptance of battery recycling

EIT InnoEnergy

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2. Overview of EIT InnoEnergy

EIT 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 EIT 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

Background and Objectives

The European Commission launched the European Battery Alliance in October 2017. EIT InnoEnergy manages the industrial development program of the European Battery Alliance, called EBA250. EBA250 is a project-driven community which brings together more than 250 industrial and innovation actors, from mining to recycling, with the common objective to build a strong and competitive European battery industry. In order to bridge the gap between investors and investees (without providing financial services), EIT InnoEnergy has co-designed a Business Investment Platform (BIP), which is a unique platform for key stakeholders along the entire battery value chain to **accelerate transactions between investee and investor**.

One of the EBA BIP Projects supported by EIT InnoEnergy is focused on **developing and building a network of sustainable and efficient EV Batteries Recycling Plants**. The first stage of the Project will be around **building a business of mechanical treatment of post-production battery waste**. In the second stage the operation will be **scaled up** to achieve a pan-European coverage. To help the project succeed quickly and permanently (timing is critical), EIT InnoEnergy has decided to appoint a Business Case Manager / Advocate for the Project.

Work Scope

EIT InnoEnergy will marshal its ecosystem and significant EU-wide resources to launch the EV Batteries Recycling Center Project forward with facilitation in the following areas, which should be coordinated and supported by the appointed Business Case manager:

- **Market Intelligence** - end-of-life batteries recycling (vs. scrap recycling), understanding the direction (chemistry) the market will go that might affect processes and planning.
- **Technology** - support in landing a technology partners; ensuring that the current line meets all H&S/LEAN standards as that would be important when audited by potential customers, build Intellectual Property strategy
- **Regulation/Permitting** - obtaining necessary permits and certificates, sharing an understanding of the changing EU regulation and implication for their business, contributing to the upcoming ones.
- **Team/Manpower** - people with good strategic outlook and contacts within the recycling sector.
- **Customers/Off-Takers** - High-level introductions to Customers would be a benefit (from the perspective of a) source of waste, b) customer for processed materials)
- **Societal/Environmental Acceptance** – as the Project will be expanding and also replicated in other geographies a solid relationship-building capacity is needed.
- **Industrialization** – Support is required for up-scaling the facilities, locating them in different geographies and managing them (replication model).
- **Governance** – The Project is in a need for strategic advisors and 'influencers'. Also given the company's expansion plan a capital raise would be required.

Required Competencies / Experience

The appointed **Business Case Manager / Project Advocate**

- has an excellent network and knowledge in the field of finance, energy, recycling/waste management and innovation landscape in PL/EU;
- has a deep knowledge of metals market, metals trading and refining; understands the importance of regulation and how to induce changes in the regulatory framework;
- is a senior and reputed person with intimate connections to key persons in politics, finance and industry in the focus region as well as at the EU level;
- has a deep expertise and knowledge of, and experience with local/regional infrastructure projects (especially with regard to energy, innovation etc.)
- has access to the relevant actors and investors when it comes to setting up and financing innovative projects;

Timing and Planning

- The work is foreseen to start in 08.2021
- Intended Assignment is designed for the period 08.2021 – 01.2023 (18 months)

We envision a work volume of ca. 32 hours per month.

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 EIT InnoEnergy attached to the request for proposal document.

4.2. Submission of proposal

	DATE (Calendar dates)
RFP published on the website	05.07.2021
Deadline for requesting clarification from EIT InnoEnergy	08.07.2021
Deadline for submitting proposals	15.07.2021
Intended date of notification of award	16.07.2021
Intended date of contract signature	21.07.2021

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

Contact name: for the attention of Mr. Maciej Majchrowicz

E-mail: maciej.majchrowicz@innoenergy.com

The proposal shall contain:

- **the technical response to the service requested (point 3) in the form of a CV.**
- **the financial offer (the price for the services.)** The Financial offer must be presented in EUR per hour. Prices must be indicated as net amount + VAT.
- **the preferred employment relationship** – e.g. employment contract, B2B agreement etc.

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 EIT 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.** Answers will be provided via the EIT InnoEnergy call for proposal section on the website. 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 Mr. Maciej Majchrowicz

E-mail: maciej.majchrowicz@innoenergy.com

EIT 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*

EIT 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, EIT 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, EIT 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, EIT InnoEnergy may negotiate the contract terms with the tenderers. In this negotiation EIT InnoEnergy will ask all tenderers to adjust the proposal or specific sections of the proposal within an appropriate time limit. In case of negotiation, EIT 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. Relevant and proven experience in the areas of recycling, metals market, energy storage, energy regulation (maximum point: 20)
2. Relevant and proven experience in conducting negotiation in multi-stakeholder environments and (maximum point: 20)
3. Relevant and proven experience in designing and running awareness campaigns / societal acceptance campaigns in the industrial fields (maximum point: 20)

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. Price to be expressed in the form of EUR/hour (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 EIT 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 EIT InnoEnergy, the selected tenderer shall sign and date the contract and return it to EIT InnoEnergy. Upon receipt, EIT 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, EIT InnoEnergy may decide to contract the second best.

4.11. Cancellation of the proposal procedure

In the event of cancellation of the proposal procedure, EIT InnoEnergy will notify tenderers of the cancellation. In no event shall EIT 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 EIT 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 EIT 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

EIT 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, EIT 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 EIT InnoEnergy immediately if there is any change in the above circumstances at any stage during the implementation of the tasks.

4.14. Annexes

Annex 1: Tenderers' Declaration form.

Annex 2: Draft Contract Template