



Request for proposal:

Development of Circular Economy & Sustainability Training Courses for the European Materials Sector

1. Overview

1.1. EU Raw Materials Academy and EU Advanced Materials Academy

The **European Raw Materials Academy (RM Academy)** and the **European Advanced Materials Academy (AM Academy)** are flagship initiatives funded by the European Commission to support the upskilling and reskilling of Europe's raw and advanced materials workforces. In response to growing demands for sustainability, digitalisation, and industrial resilience, the Academy aims to close critical skills gaps across the entire materials value chain — from exploration and processing to recycling and circularity, and substitution using advanced materials. Designed to serve professionals, SMEs, large enterprises, and public authorities alike, the Academy projects will offer a portfolio of high-quality, future-oriented learning programmes aligned with evolving labour market needs and EU policy priorities, such as the Critical Raw Materials Act, the Pact for Skills, the Net Zero Industry Act, and the Green Deal Industrial Plan.

1.2. EIT Raw Materials

EIT RawMaterials is a 'Knowledge and Innovation Community' (KIC) created by the European Institute of Innovation and Technology (EIT), aimed at promoting innovation in the raw materials sector across Europe. Established in 2015, EIT RawMaterials works to secure the sustainable supply of raw materials to the European industry by driving innovation, education, and entrepreneurship along the entire raw materials value chain.

We are a knowledge-driven business and a catalyst for industrial progress. Our offerings leverage our expertise and that of our network – the world's largest network in the raw and advanced materials sector – which includes companies at every stage of evolution, from start-ups to market leaders, along with leading international universities, research organisations, and top experts and future talent from the sector.

Our activities span from mining and mineral processing to material recycling and substitution, focusing on increasing resource efficiency and fostering a circular economy.

We inform policy, apply knowledge, accelerate innovation, create opportunity, and unlock commercial value – for our partners and customers throughout the raw materials value chain to develop the raw materials sector as a strategic strength and foundation for a secure, sustainable future for Europe.

Our offerings are designed to help our partners and industry to be part of Europe's strategic agenda to ensure supply chain security and make the 'Green New Deal' a reality that benefits the people of Europe and partner nations.

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

<https://eitrawmaterials.eu/>

2. Scope of work

2.1 Background and objectives

EIT RawMaterials operates two European learning academies: the RM Academy, serving the raw materials sector, and the AM Academy, serving the advanced materials sector. Both are co-funded by the European Union and share one mission, which is to close the skills gaps that slow down Europe's materials industries. Together, the academies aim to reach an ecosystem of 300,000 learners by 2029 through a catalogue of practical, industry-oriented online courses.

Circular economy and sustainability sit near the top of the list of those gaps. In 2025, both academies carried out structured needs assessments with companies and experts across the materials value chain. The assessments identified 31 distinct skill gaps, all rated high priority, spanning industries from energy storage, mobility and automotive, to construction, digital electronics, and process manufacturing.

The pattern behind the individual gaps is consistent. On the raw materials side, operators need workforce skills that focus on practical, end-of-life recovery and physical processing: hands-on expertise in Li-ion and EV battery recycling, urban mining (covering e-waste, vehicle recycling, and construction waste), and circular design for buildings and infrastructure. On the advanced materials side, demand centres on high-tech sorting, reclamation, and upstream design: advanced sensor-based sorting technologies (such as XRF and LIBS), fibre-reinforced polymer (FRP) and carbon fibre reclamation, and the application of sustainability assessment frameworks like Life Cycle Assessment (LCA) and Safe and Sustainable by Design (SSbD).

What companies lack has evolved beyond general sustainability awareness. It is the technical and strategic ability to apply circular principles to complex material streams—integrating circular design (such as recycling-friendly materials and design-for-recycling), mastering next-generation recovery technologies like direct battery recycling, and operationalising ESG and circular business models with precise sustainability metrics. Generic green transition courses do not close this gap. Europe's ambitions under the Critical Raw Materials Act, the upcoming EU Battery Regulation, and the wider circular transition depend on a workforce that can do this work inside European plants, laboratories and supply chains.

Through this Request for Proposals, EIT RawMaterials invites training providers, universities, research organisations and consortia to propose scalable training courses that address these gaps. We are looking for partners who combine genuine domain expertise in materials or manufacturing with a strong record in producing high-quality learning experiences, and who want to help build a European library of courses that working professionals will actually use.

Our preliminary needs assessment reports are now available as whitepapers here:

Raw Materials Academy: <https://share.eu.articulate.com/DRGALjXkGRtBOSI-aPqA3>

The Advanced Materials needs assessment report to be published soon.

2.2 Scope of work

2.2.1 Courses to be developed

Providers may propose one or several scalable training courses under this RfP. Each course should address one or more of the skill gaps described in Section 2.1 and should be designed for working

professionals in the European raw materials and advanced materials industries. This could include workshop employees, technicians, business leadership. Graduates entering the sector and professionals in adjacent engineering roles may be defined as secondary audiences. Policy makers could be defined as tertiary audiences.

Module content must incorporate inclusive programme design and broader diversity considerations throughout. Case studies, personas, sample datasets, imagery, video content and language should represent a gender-balanced range of practitioners and role models in technical, research and leadership roles across the raw and advanced materials sector.

Indicative themes include battery recycling and second-life applications (such as pack disassembly, hydrometallurgical processing, and direct recycling), urban mining and material recovery (covering e-waste, vehicle recycling, and construction waste), advanced sorting and polymer/fibre reclamation technologies, circular design and sustainability assessment frameworks (including Life Cycle Assessment and Safe and Sustainable by Design), and circular business models and ESG strategy. These themes are indicative rather than exhaustive. We welcome proposals that combine or reframe them, provided the link to the identified skill gaps is clear.

Courses will be published in British English on the Academy learning platform and will form part of the joint RM Academy and AM Academy catalogue.

2.2.2 Instructional design, modality and technical requirements

Courses must be designed as interactive, learner-centred modules grounded in adult learning principles. The evaluation strategy should demonstrate constructive alignment between the course objectives and the assessment. The evaluation strategy should clearly outline the level of Kirkpatrick for the course assessments.

Courses must be delivered as self-paced online learning, packaged to the SCORM 1.2 standard and tested for deployment on the Academy learning platform.

Content should be developed using tools that ensure the transfer of both the end products and the source files to EIT RawMaterials. Our preferred tools are the Articulate Suite (Storyline and Rise) and Synthesia, which allow us to maintain and update a central library of materials over time.

All content must meet WCAG 2.2 accessibility standards. During the development period, if there are amendments to the accessibility standards based on EU standards or regulations, these will need to be updated.

Proposals should state the expected learner effort in hours and justify it against the learning objectives. Content should be offered in British English.

2.2.3 Starter Packs

Proposals should include at least one supporting Starter Pack. The Starter Pack may either complement the course being developed or be designed as a standalone package of performance-support learning materials addressing a related topic of value to the industry. Starter Packs are practical, self-directed resources that help learners apply knowledge and skills within their own organisations. Examples may include implementation guides, checklists, blueprints, ready-to-use dashboards, compliance tracking templates, and reference materials. Starter Packs should place particular emphasis on supporting small and medium-sized enterprises (SMEs), as the Academies have identified these resources as an important mechanism for strengthening SME capacity and supporting organisational development.

2.2.4 Inclusive design and gender dimension

- In line with EIT RawMaterials' Gender Equality Plan, all proposals submitted under this RfP must apply inclusive programme design and reflect the gender dimension in the educational content, and should give due consideration to broader diversity in the materials workforce. This includes:
- Representation of diverse role models and practitioners, avoiding content skewed toward a single gender, in case studies, video content, Synthesia avatars/voices and supporting imagery;
- Review of language, scenarios and examples for gender bias, including in sample datasets used for practical exercises;
- Design choices — tone, framing, examples chosen — that make the content equally accessible and engaging to learners of all genders, career stages, cultural backgrounds and accessibility needs;
- Where relevant, reflection of the diversity of the European raw and advanced materials workforce, including different national, cultural and professional contexts across Member States.
- Providers must describe their approach to the above in their proposal. The gender dimension component of this criterion is assessed as part of the award criteria set out in Section 3.10.

2.2.5 Support for European industry

Courses developed under this RfP should support the development of European industry. Case studies, datasets, examples and regulatory references should reflect European operations, value chains and legislation wherever possible, and content should be framed around the challenges European companies face in scaling recycling technologies, adopting circular design principles, and complying with evolving regulations.

2.2.6 Quality assurance, certification and credentials

All courses must comply with the Quality Management System (QMS) of the EIT RawMaterials and Advanced Materials Academies, which is aligned with EU quality frameworks including EQAVET, EQF, ESCO, the EIT Label Handbook for non-degree education, the EU Accessibility Act, and GDPR. A summary of the applicable quality requirements is provided in Annex 3; full details will be shared at contract stage. During the contract period, if the QMS undergoes updates due to regulatory or legal reasons, the proposer will support in the implementation of updates as a result of these changes. This could also extend to expert representation as the “primary trainer” in front of certification or regulatory bodies or allowing EIT RawMaterials to designate an alternative expert as the primary trainer for the sake of course certification or regulatory compliance reasons. The proposer commits to filling in any templates provided by EITRawMaterials to create the QA documentation artifacts

In practice, the selected provider must declare an associated EQF level, apply the corresponding Academy classification (Basic, Intermediate, Advanced, Expert), support ESCO competency mapping and document alignment with EIT requirements with regards to overarching learning outcomes and value chain alignment (see Annex 3).

All content must be SCORM1.2 compliant, meet WCAG 2.2 and comply with GDPR. During the development period, if there are amendments to the accessibility standards based on EU standards or regulations, these will need to be updated.

Each course must include a summative assessment with a declared pass mark. Contributing trainers and subject matter experts must complete the relevant parts of the Academies' Training Contributor

Certification Programme (TCCP). Courses must be designed to be certifiable by a recognised, industry-relevant authority (e.g., a professional society, industry body, or sector accreditation provider). The provider shall cooperate with EIT RawMaterials in securing the accreditation route selected for the course.

Courses may be subject to approval by the German State Central Office for Distance Learning (ZFU) under the Fernunterrichtsschutzgesetz (FernUSG). The approval obligation rests with EIT RawMaterials as course operator. If ZFU applicability is determined, the provider shall supply all course documentation required for the approval process and implement any content or descriptive changes required by the ZFU at no additional cost, insofar as they result from non-conformity of the delivered materials.

Digital credentials will be issued through the Academies' certification platform. Certification issuance is conditional on successful completion of the declared assessment. Learner feedback will be collected systematically through the Academies' evaluation framework.

In case the certification is coming from a consortium member, EIT RM would be designated as the issuing authority, and the final certificate would be co-branded to represent the academies as well as the consortium/issuing member through mutual agreements.

Certificates will be issued through EIT RM platforms.

Trainers and named content contributors will be required to complete the Academy's Training Contributor Certification Programme: <https://academy.eitrawmaterials.eu/Minisite/home/4667278>

2.2.6.1 Subject Matter Expert (SME) Validation and AI Safeguards

To ensure the industrial relevance, technical accuracy, and pedagogical integrity of the courses, the Academies enforces a strict "no AI-only content" policy. Content generated solely via generative AI utilities without expert validation will not be accepted. Bidders must provide structural assurance of expert oversight through the following measures:

- **Mandatory SME Alignment:** All learning materials, scripts, datasets, and case studies must be co-developed and formally validated by a named, qualified industry or academic Subject Matter Expert (SME) with proven domain expertise in the specific materials or manufacturing application.
- **TCCP Certification:** All contributing SMEs must complete the Academy's Training Contributor Certification Programme (TCCP) prior to content development.
- **Formal Sign-off Deliverables:** The provider must deliver a signed SME Validation Statement. This statement must certify that the technical content is accurate, representative of actual European industrial operations, and free of unverified AI-generated content.
- **The names and CVs of experts** should be well documented and submitted to the Academies along with other quality-related artifacts. These CVs may be stored and processed by EIT RawMaterials as long as the module is online, and may also be transmitted to certification bodies or regulatory compliance bodies. By submitting the proposal, you agree to these terms and conditions.

2.2.7 Maintenance

As AI evolves at a rapid pace, at the 6-month and twelve-months mark after course launch, EIT RawMaterials shall conduct a structured course review based on learner feedback data (post-course evaluations, assessment performance, and completion data collected by EIT RawMaterials), together with the annual content validity assessment. The review shall identify content that is outdated, unclear, or underperforming against learner feedback, and propose corresponding updates.

The provider shall implement these updates under a pre-allocated maintenance budget. Tenderers must include in their financial offer a separate maintenance line item covering the two first-year reviews and updates cycles, capped at a maximum of 10% of the course development price. During the subsequent years, EIT RawMaterials may review the material as well as learner feedback data with other relevant experts to define if the content needs to be updated or retired. If updates are managed within EIT RawMaterials, the proposers agree to the content being modified after being online for at least 2 years by other experts or content managers without the proposer's involvement.

Maintenance work is triggered by EIT RawMaterials based on the review findings; the maintenance budget is payable only for updates commissioned and delivered.

The exception to this clause is if errors are found in the technical content during the first year of the course delivery. In such cases, EIT Raw Materials will expect the expert to update the course to remove inaccuracies at the earliest at no additional cost.

2.2.8 Deliverables

For each course, the provider will deliver:

- Academy-branded SCORM packages tested and accepted on the Academy learning platform.
- complete and editable source files, including Articulate project files and Synthesia scripts and video assets.
- assessment items with answer keys and scoring guidance.
- confirmation of the certification arrangement described in the proposal.
- Starter Pack materials, where offered.
- a course description and metadata for the Academy catalogue.
- Quality artefacts including templates and checklists provided by EIT RawMaterials to ensure alignment of the courses with our Quality Management System (QMS). Details of these are provided in Annex 3

2.2.9 Intellectual property and AI transparency

All intellectual property rights in the deliverables, including courses, source files, scripts, video assets and assessment materials, will be assigned to EIT RawMaterials upon acceptance and payment. These rights include, without limitation, the right to host and distribute the content on any platform of EIT RawMaterials' choosing, to adapt and update it, to translate it into other languages, and to sublicense it to Academy partners. The proposer also grants EIT RawMaterials the right to use content for promotional material, social media platforms and marketing channels.

Pre-existing materials of the provider or of third parties must be identified in the proposal and licensed to EIT RawMaterials on a perpetual, irrevocable, royalty-free basis covering the same uses. The provider warrants that all third-party content is properly licensed for these purposes. These obligations apply equally to consortium members and subcontractors.

Where datasets are used in practical activities, providers must describe, for each dataset: (a) ownership and source; (b) licensing terms and any usage restrictions; (c) anonymisation or pseudonymisation measures applied, including GDPR compliance where personal data is involved; (d) rationale for the dataset's suitability for the intended educational objectives.

Where AI-generated media is used, including Synthesia video, output licences must permit EIT RawMaterials' continued use and editing of the material, documented consent must be obtained for any real person's likeness or voice, and the content must comply with the transparency obligations of the EU AI Act, including the labelling of synthetic media. Full intellectual property terms will be set out in the contract.

2.3 Out of scope

Platform hosting, learner recruitment and marketing, and translation into languages other than British English are outside the scope of this RfP and are managed by EIT RawMaterials.

2.4 Content of the proposal

Proposals should be concise and specific. Please structure your proposal around the following sections:

1. Understanding of the need. Demonstrate how the proposed course addresses a pressing skill gap and outline the target audience and the estimated learner demand, including how the estimate was made.
2. Course concept. Learning objectives, outline structure, expected learner effort in hours, assessment approach and proposed EQF level.
3. Development approach. Your production process, the tools you will use, how you will handle review cycles with our team, and a delivery timeline within the contract period.
4. Certification and evaluation. The certification body or consortium member issuing credentials, and your plan for evaluating learning, including at Kirkpatrick Level 2 and Level 3 where offered.
5. Quality and support. Compliance with the Academies Quality Management System and the ability to provide further documentation when requested.
6. Team and consortium. Composition, roles and relevant expertise of the development team. You must explicitly identify the lead Subject Matter Expert(s) responsible for validating the technical accuracy of the content, provide their CV(s) showing domain-specific experience, and confirm that all named contributors will complete the Training Contributor Certification Programme. Outline your internal workflow for how these experts will co-develop, review, and formally sign off on the instructional content.
7. Examples of past work. Please include examples of past courses or modules you have developed, with screenshots where full access is not possible, so we can assess the graphic design and development quality of your work.
8. Price of the proposal, structured as per Section 2.5.
9. Information on GDPR compliance, if applicable.
10. 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.
11. Tenderers' declaration form.

2.5 Pricing and budget

Proposals need to be capped at EUR 100,000 excl. VAT, and should include the twelve-month maintenance provision described in Section 2.2.7, which may not exceed ten percent of the overall contract value. Suppliers can submit up to two proposals per RfP. In case a supplier is chosen for both contracts, two separate contracts will be awarded, with a total spend of EUR 200,000 for this RfP.

Suppliers may be awarded one or both contracts depending on the ranking of their proposals as per the evaluation criteria laid down in section 3.10. Because each proposal is capped at EUR 100,000, the maximum combined value of the two awarded contracts cannot exceed the total available budget of EUR 200,000; no reallocation mechanism is therefore required.

To ensure procurement compliance, no single supplier may be awarded contracts exceeding EUR 200,000 across the four current RfPs:

1. Request for proposal: Development of Artificial Intelligence & Machine Learning Training Courses for the European Materials Sector
2. Request for proposal: Development of Circular Economy and Sustainability Training Courses for the European Materials Sector
3. Request for proposal: Development of Regulatory, Traceability and Compliance Training Courses for the European Materials Sector
4. Request for proposal: Development of Critical and Strategic Materials Training Courses for the European Materials Sector

Partial awards are not possible under this RfP. All award decisions will be communicated to all participating suppliers simultaneously.

All courses must be delivered, tested and accepted within six months of contract signature.

2.6 Eligibility

This RfP is open to organisations established in EU Member States, EEA countries and countries associated to Horizon Europe. Consortia are welcome; the lead partner will act as the contracting party and will be responsible for the delivery of the full scope.

3. Proposal Process

3.1. Participation

Participation in this proposal procedure is open to all tenderers. Please complete the accompanying proposal template, entitled, "EIT RM Proposal Briefing Sheet".

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 must be submitted signed as provided by EIT RawMaterials attached to this request for proposal document.

3.2. Submission of proposal

Publication of the RfP	Aug 17, 2026
Deadline for questions	Sep 7, 2026
Answers published	Sep 14, 2026
Submission deadline	Oct 12, 2026
Evaluation and clarifications	Oct 26, 2026
Award decision and notification	Nov 9, 2026
Contract signature and start	Nov 30, 2026
Delivery of all courses	Contract-specific, but no later than six months of contract signature

Proposals should be submitted as a single PDF document by email to adnan.hardwarewala@eitrawmaterials.eu, with the subject line 'RfP CE' - [organisation name]. Questions may be sent to the same address until the deadline for questions stated above. Answers will be shared with all interested parties.

Proposals should be submitted using the Proposal Submission Template, provided with this RfP as an annex.

Proposals must 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 counterproposals shall, if applicable, 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 in this RfP document and that it has the experience, skills and resources to perform, according to conditions set forth in this proposal and the tenderers' proposal.

3.3. Requests for additional information or clarification

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 the deadline for requesting clarification as specified in section 3.2.

Contact name: for the attention of Adnan Hardwarewala

E-mail: adnan.hardwarewala@eitrawmaterials.eu

3.4. Validity of the proposals

Tenderers are bound by their proposals 90 days after the deadline for submitting proposals.

3.5. 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.

3.6. Ownership of the proposals

EIT RawMaterials retains ownership of all proposals received under this procedure. Proprietary information identified as such, which is submitted by tenderers 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 RawMaterials may transfer the proposal and the contract of the supplier to internal audit services, to the European Court of Auditors, to the Financial Irregularities Panel or to the European Anti-Fraud Office.

3.7. Clarification related to the submitted proposals

After submission, proposals shall be reviewed for compliance with formal requirements as set forth in this RfP document. Where information or documentation submitted by the tenderers are or appears to be incomplete or erroneous or where specific documents are missing, EIT RawMaterials 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.

3.8. Negotiation about the submitted proposal

After reviewing the formal compliance of the tenders, EIT RawMaterials may negotiate the contract terms with the tenderers. In this negotiation EIT RawMaterials will request all tenderers to adjust the proposal or specific sections of the proposal within an appropriate time limit. In case of negotiations, EIT RawMaterials shall provide further information about the proceedings and timing.

3.9. Open Competition

The EU Raw and Advanced Materials Academies serve the skills needs of the entire EU Materials value chains. To this end, this is an open procurement call to all entities, and therefore, applicants are not required to be partners of the EIT RawMaterials KIC membership network. Furthermore, no preference will be given to EIT RawMaterials members and proposals will be evaluated solely on the merits of the applying entities and their proposed project plans.

3.10. Evaluation of proposals

Each proposal will be evaluated in accordance with the below mentioned award criteria. The award criteria will be applied in accordance with the requested services indicated in section 2 of this RfP

document.

Technical criteria	Points
- Alignment with skill gap in section 2.1	15
- Audience identification and demand justification as defined in section 2.2.1	15
- Technical content quality and instructional design quality in section 2.2.2	10
- SCORM/Tool selection in section 2.2.2	10
- Certification proposal defined in section 2.2.6	5
- Accessibility and inclusive programme design and incorporation of gender dimension as defined in section 2.2.2 and 2.2.4	5
- Quality assurance readiness as defined in section 2.2.6	10
- Proposed evaluation design (Kirkpatrick L2 = 5 vs. Kirkpatrick L2+L3 = 10) as defined in section 2.2.2	10
<i>Total score for technical criteria</i>	80
Financial criterion	
Lowest offered price shall receive the highest score, others shall be calculated in relation to that in linear equation	20
<i>Total score for financial criterion</i>	20
Total maximum score	100

3.11. Signature of contract

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

3.12. Appeals/complaints

Tenderers believing that they have been harmed by an error or irregularity during the tender procedure may file a complaint. Appeals should be addressed to EIT RawMaterials. EIT RawMaterials is only able to address complaints before the contract is awarded to the successful tenderer.

3.13. Cancellation of the procedure

EIT RawMaterials reserves the right to suspend or cancel the procedure, where the 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 RawMaterials may refrain from concluding the contract.

In the event of cancellation of the procedure, EIT RawMaterials will notify the tenderers of the cancellation. In no event shall EIT RawMaterials be liable for whatsoever, including, without limitation, damages for loss of profits, in any way connected to the cancellation of the procedure.

3.14. Ethics clauses / Corruptive practices

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'). The supplier should inform EIT RawMaterials immediately if there is any change in the above circumstances at any stage during the implementation of the tasks.

Furthermore, the supplier acknowledges and accepts the Code of Conduct of EIT RawMaterials which can be downloaded via www.eitrawmaterials.eu

3.15. Annexes

Annex 1: Tenderers' Declaration form (available on RfP page of website:)

Annex 2: Proposal Template for Submission (available on RfP page of website:)

Annex 3: Quality Requirements at a glance (available on RfP page of website:)