Request for proposal:

Outreach and Learning Support in Secondary Schools for the Girls Go STEM Project

1. Overview

1.1. EIT RawMaterials

EIT RawMaterials is a 'Knowledge and Innovation Communities' (KICs) 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.
For more information about our company please visit the following website: https://eitrawmaterials.eu/

1.2. Girls Go STEM

The Girls Go STEM Initiative (https://eit-girlsgostem.eu/), formerly the Girls Go Circular initiative, is led and coordinated by EIT RawMaterials with six other EIT Knowledge and Innovation Communities (KICs): EIT Health, EIT Food, EIT Urban Mobility, EIT Culture & Creativity, Climate KIC, and 28 Digital. The initiative aims to close the gender gap in STEM by training and inspiring 14-19-year-old girls to pursue STEM higher education and careers.

The Girls Go STEM Initiative is expected to continue contributing to the Digital Education Action Plan (2021-2027), which outlines the European Commission's vision for high-quality, inclusive and accessible digital education in Europe, specifically under Action 13 "Encourage women's participation in STEM" (science, technology, engineering, and mathematics). Additionally, under the Union of Skills framework and the EU STEM Education Strategic Plan launched in 2025, the European Commission expects Girls Go STEM to equip 100,000 schoolgirls[1] aged 14-19 with digital skills between 2026 and 2028 through a learning programme that engages girls in an EIT-branded digital learning platform (the Circular Learning Space).

The Girls Go STEM initiative will achieve this ambition by involving secondary school students in up to 37 countries in a 5 to 7-hour-long training on technology, digital, entrepreneurial and green skills, with a focus on presenting different subjects and careers in STEM and attracting more girls to these typically male-dominated fields.

2. Scope of work

2.1. General Objectives

Tenderers may submit proposals for the implementation of one or both Regional Lots, which cover the following countries:

- **Lot 1: Baltics** - Estonia, Latvia, and Lithuania.
- **Lot 2: Finland.**

[1] Boys are encouraged to participate in the project activities but are not the project's target audience.

The general objectives are:

- Recruit secondary schools and teachers to use the initiative's platform.
- Support schoolteachers in delivering the learning programme to girls aged 14-19 for a total of 5-7 hours of work in the classroom.
- Train teachers and facilitators to guide girls through online courses. Organise preparatory sessions to illustrate the course and its content to the schoolteachers or the designated coaches/facilitators who will work with the schoolgirls.
- Recruit teachers and students to participate in project-related initiatives, events and webinars.

2.2. Detailed Scope of Work

2.2.1. Description of the online platform and KPI

The learning programme shall be conducted in collaboration with schoolteachers using the project online platform https://circularlearningspace.eu/. The platform will host the learning content that students are required to complete through their individual accounts. The learning content will be composed of short texts, audio-video materials, group challenges and multiple-choice quizzes. After completing the learning programme using their individual accounts on the platform, students will automatically receive a certificate attesting to the skills and knowledge acquired.
A girl can be counted as trained only if she goes through the 2 introductory courses (grouped in the Introduction Learning Pathway – LP0) and one thematic course (from any of the other available Learning Pathways), scoring at least 75% of correct answers in the final quiz. This represents a total classroom work of 5-7 hours.
The Girls Go STEM initiative will track the number of girls trained through regular reports extracted from the platform. Contractor(s) will also be provided with access to these reports to be able to monitor the progress of their KPIs and follow up with teachers and students.

EIT RawMaterials will train the contractors on the use of the platform and illustrate all the steps that will need to be taken to complete the learning programme in schools. The platform is provided and administered by EIT RawMaterials.

2.2.2. Detailed list of services

As the coordinating KIC of the Girls Go STEM initiative, EIT RawMaterials is seeking organisations or consortia of organisations to render the following services:

- Recruit secondary school teachers and students.
  For Regional Lot 1, the exact distribution of schoolgirls involved in the different countries shall be discussed and co-decided with EIT RawMaterials, but each country should contribute at least 10% of the total cluster target.
  In case of underperformance in 2026 or 2027, the contractor(s) shall compensate in the following year, so that the total target for the three years is met by the end of 2028.

- The contractor(s) shall **recruit secondary schools and iVET schools**, ideally from diverse socio-economic and geographic backgrounds (urban & rural), establish partnerships with them, and leverage relationships with education ministries whenever possible. The contractor(s) shall encourage the use of the Circular Learning Space platform by showing the possible integration of the Girls Go STEM courses into existing school curricula (e.g. STEM, social sciences, environmental education) or as extra-curricular activities.

- **Train teachers and facilitators to guide girls through the online courses**. Specifically, the contractor(s) shall organise preparatory sessions to illustrate the course and its content to the schoolteachers or the designated coaches/facilitators who will work with the schoolgirls. Once selected, the contractor(s) shall be trained on the use of the Circular Learning Space, its content and activities by EIT RawMaterials, and shall therefore be in a position to transfer this knowledge to the teachers/facilitators. The contractor shall co-decide with EIT RawMaterials how the activities with the schoolgirls will be conducted, if during normal class hours or in the framework of ad-hoc workshops, which shall be organised by the contractor(s) with the schools that they will involve in the project.

- **Support schoolteachers in delivering the learning programme to girls aged 14-19 for a total of 5-7 hours of work in the classroom.** This support shall entail being the first point of contact for teachers in the event of problems or unexpected circumstances, and timely approaching EIT RawMaterials when needed, e.g., to resolve issues that require technical IT support. The learning programme can be conducted in an in-person, online or hybrid class environment. Regardless of the circumstances, the Circular Learning Space platform shall be used to conduct the learning programme, and each student has to complete the courses using their individual account.

- **Recruit teachers and students to participate in project-related initiatives, events and webinars, such as:**

    - *Student Challenge and Women and Girls in STEM event*:
      Contractor(s) shall **promote the annual Student Challenge**, for which teams of girls across Europe submit their innovative ideas to solve a real-world problem in a specific field. **At least three (3) teams of girls per country must submit their application to the Student Challenge every year (2027 and 2028).** The national winning teams, selected by the Girls Go STEM team, will be invited to the annual flagship event (Women and Girls in STEM Forum, as part of EIT Education and Skills Days) with expenses covered by EIT RawMaterials. At the event, the schoolgirls will celebrate their achievements, receive additional training and mentoring and have the opportunity to meet influential women in STEM. While the organisation, ideation and general promotion of this event will be conducted by EIT RawMaterials, the contractor(s) shall support communication to the schools involved in the project and motivate teachers and students to participate. The event will be livestreamed, and the contractor(s) shall ensure that **at least 30 students per project country attend it online** (a list of online participants and pictures will have to be provided).

    - *Ambassadors Programmes*
      Another initiative run by Girls Go STEM is the Ambassadors programme for teachers and students. The contractor(s) shall **promote the opportunity** among the teachers and schoolgirls involved in the project, ensuring that **at least two teachers and two students**

from each project country apply to become a Girls Go STEM ambassador each year (2027 and 2028).

- The contractor(s) shall commit to **disseminating any opportunities** offered to schools, students and teachers by Girls Go STEM, such as hackathons, masterclasses and webinars organised by EIT RawMaterials and the EIT Community for these specific audiences.

- **Monitor and Report:** the contractor(s) will be able to track participants' progress through real-time data extracted from the Circular Learning Space platform and through school attendance lists. The contractor(s) shall conduct regular check-ins with participating schools and provide quarterly activity reports on the project implementation, including feedback from students and teachers, success stories, challenges, lessons learned and proposals for improvement of the Circular Learning Space or of the initiative.

- **Comply with Girls Go STEM's communications and implementation rules:** the contractor(s) shall follow the communication guidelines provided by EIT RawMaterials and will not be allowed to promote the initiative under a different name or branding. Similarly, the contractor(s) won't be allowed to deliver any certificates other than those officially issued by the Girls Go STEM initiative to their users.

2.2.3. KPI Table 2026-2028

Year		KPIs			
		Girls Trained	Applications for Student Challenge	Annual event online participants	Ambassadors applications
2026	Lot 1: Baltics	970	-	150	-
	Lot 2: Finland	250	-	30	-
2027	Lot 1: Baltics	2440	15	-	12
	Lot 2: Finland	400	3	-	4
2028	Lot 1: Baltics	2440	15	150	12
	Lot 2: Finland	400	3	30	4
Total	**Lot 1: Baltics**	**5850***	**30**	**300**	**24**
	Lot 2: Finland	**1050**	**6**	**60**	**8**

**The exact distribution of schoolgirls involved in the different countries (Estonia, Latvia and Lithuania) shall be discussed and co-decided with EIT RawMaterials, but each country should contribute at least 10% of the total cluster target.*

As the Student Challenge and the Ambassador applications are closed for 2026, those KPIs apply to 2027 and 2028 only.
In case of underperformance in 2026 or 2027 for the KPI on girls trained, the contractor(s) shall compensate in the following year, so that the total target for the three years is met by the end of 2028.

2.2.4. Outputs and Deliverables

In order to effectively and impactfully reach the project targets in the selected countries, the

Contractor(s) shall develop the following outputs and deliverables, central to the success of the EIT Girls Go STEM Project:

#	Description
1	Reach out to and enter into appropriate arrangements with schools in the selected countries in order to achieve the minimum number of learners aged 14 to 19 indicated above.*
2	Organise online or in-person workshops to offer support and training to teachers on the use of the Circular Learning Space, familiarise them with its content, and put them in an ideal position to deliver the programme. The programme shall be conducted in person in the classroom, online, or in a hybrid format with parts online and parts in person.
3	Plan the implementation in the selected schools according to the academic calendar, ensuring that the girls complete the learning programme for a total of 5-7 hours of work and that both students and teachers complete a feedback form about the programme. The feedback form is provided by EIT RawMaterials and shall require no longer than 10 minutes to complete.
4	Maintain the relationship with the participating schools, teachers and students throughout the course of the project, enthusing them for project initiatives such as the ambassadors programmes and events such as hackathons and the Women and Girls in STEM Forum, motivating students to represent their country in the international competition of the annual Student Challenge.
5	Produce a quarterly report on the project implementation, including feedback from students and teachers, success stories, challenges, lessons learned and proposals for improvement of the Circular Learning Space or of the initiative.
6	Ensure compliance with the Girls Go STEM communications and branding guidelines provided by EIT RawMaterials.

*EIT RawMaterials acts as controller for the processing of personal data carried out through the Circular Learning Space for the purposes of providing the learning programme, administering user accounts, monitoring course participation and completion, and measuring programme KPIs.

To the extent that the Contractor accesses or otherwise processes users' personal data solely on behalf of and under the documented instructions of EIT RawMaterials, including names, email addresses, school affiliation and learning progress, the Contractor shall act as a processor within the meaning of Article 4(8) GDPR. Before receiving such access, the Contractor shall enter into a data processing agreement compliant with Article 28 GDPR.

The Contractor shall access personal data only where and to the extent necessary for the contracted services. Access shall be restricted to the schools, teachers and learners assigned to the Contractor. Wherever reasonably possible, KPI monitoring shall use aggregated or pseudonymised information.

The Contractor shall not use platform data for its own purposes, combine it with other data, contact learners for unrelated purposes, or disclose it to third parties. The Contractor shall comply with EIT RawMaterials' documented instructions, confidentiality requirements, access-control rules, retention and deletion requirements, and applicable technical and organisational measures.

Where the Contractor determines the purposes and essential means of a separate processing activity, including processing required for its own administration or compliance with a legal obligation, it shall act as an independent controller for that activity. Such processing must be clearly separated from processing performed on behalf of EIT

EIT RawMaterials shall determine and document the applicable legal basis for processing through the Circular Learning Space. The Contractor shall support EIT RawMaterials and participating schools in administering any notices, consents or parental authorisations identified as necessary under applicable national law. The Contractor shall not modify approved privacy information or consent materials without prior written approval from EIT RawMaterials.

2.2.5. Budget Framework

Lot 1: Baltics

The following budget ceiling (excluding VAT) applies to the full scope of services for each year of implementation:

- 2026: EUR 17,320
- 2027: EUR 43,540
- 2028: EUR 43,540

For the period 2026-2028, the cumulative maximum budget is EUR 104,400 (excluding VAT). Tenders exceeding this ceiling will be excluded from further proceedings.

Lot 2: Finland

The following budget ceiling (excluding VAT) applies to the full scope of services for each year of implementation:

- 2026: EUR 10,714
- 2027: EUR 17,143
- 2028: EUR 17,143

For the period 2026-2028, the cumulative maximum budget is EUR 45,000 (excluding VAT). Tenders exceeding this ceiling will be excluded from further proceedings.

3. Proposal Process

3.1. Participation

Participation in this proposal procedure is open to all tenderers.

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

EVENT	DATE (Calendar dates)
Publishing the RFP on EIT RawMaterials website	20 October, 2026
Deadline for requesting clarification from EIT RawMaterials	23 October 23:59 CET, 2026
Deadline for submitting proposals	30 October, 23:59 CET, 2026

Intended date of notification of award	9 November, 2026
Intended date of contract signature	10 November, 2026

Proposals must be emailed in English to the following address:

Contact name: for the attention of Angela Gusztos
E-mail: girlsgostem@eitrawmaterials.eu

The proposal shall contain:

- the technical response to the requested services (section 2) including:
  - An overview of the educational system of the countries and their challenges related to the programme implementation;
  - A Girls Go STEM implementation strategy (country-by-country approach): a detailed yearly plan of how to achieve the listed targets, school and teacher recruitment approach;
  - A list of risks and mitigation actions;
  - If relevant, a reasoned proposal for distributing the target number of participants among the target countries per year (lot 1);
  - Reference to existing network of relevant stakeholders such as schools, teachers, or governmental bodies;
  - Team introduction: full profile of team members, qualifications, knowledge and understanding of the EU institutions and educational establishment.
- the financial offer including:
  - The price for the services presented in Euro. Prices must be indicated as net amount + VAT;
  - A description of the intended use of the allocated funds;
  - Where applicable (Lot 1), a breakdown of the budget per country and the distribution rationale.
- Information on GDPR compliance:
  - Description of the intended role and responsibilities when processing personal data on behalf of EIT RawMaterials.
  - Confirmation of the willingness to enter into an agreement pursuant to Article 28 GDPR and to comply with documented instructions.
  - Description of the technical and organisational measures, in particular the role and access concept, authentication, device and transmission security, logging, incident management, backup and secure deletion.
  - Information on sub-processors, the scope of their services and processing locations.
  - Information on access to or transfers of personal data outside the EEA and the safeguards envisaged.
  - Procedure for the prompt notification of personal data breaches to EIT RawMaterials.
  - Procedures for providing assistance with data subject rights, data protection impact assessments, audits, retention and deletion.
  - Contact details of the privacy contact person or data protection officer, where appointed.
  - Confirmation that authorised persons are subject to confidentiality obligations and receive appropriate data protection training.
  - Description of any activities for which the tenderer expects to act as an independent controller, including the purpose, categories of data and anticipated legal basis.

  - Evidence of experience in processing minors' data and in the education sector in the countries covered by the proposal, as well as the ability to implement local legal requirements.
- 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.
- Tenderers' declaration form.

In case the tenderer applies to both Lots:

- One technical proposal can be submitted, provided that all the above elements are included for both Lots.
- Separate financial offers for Lot 1 and Lot 2 are required to be submitted.

The technical response and financial offer must be concise and clear and shall not exceed 20 A4 pages (font size 11, Arial or comparable) per Lot. 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 authorised to bind its entity to the proposal as submitted. The tenderer also affirms that it has read the instructions to tenderers in this Request for Proposals document and that it has the experience, skills and resources to perform, according to conditions outlined in this proposal and the tenderer's 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 Angela Gusztos

E-mail: girlsgostem@eitrawmaterials.eu

3.4. Validity of the proposals

Tenderers are bound by their proposals for 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 is 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. 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. Each Lot will be evaluated separately.

Technical criteria	Points
Quality of the analysis of the educational system of the countries and their challenges related to the programme implementation.	15
Quality of the approach: how and by which strategies the tenderers will meet the contractual objectives, including how they will mobilise existing networks of relevant stakeholders, and, if applicable (Lot 1), a reasoned proposal for distributing the target number of participants among the target countries per year.	25
Quality of the implementation plan: list of risks and mitigation actions, milestones, etc.	20
Team members' qualifications, knowledge and understanding of the EU institutions and educational establishment.	20
Total score for technical criteria	80

Financial criterion	
The lowest offered price shall receive the highest score; others shall be calculated in relation to that in a linear equation as follows.	20
Total score for financial criterion	20
Total maximum score	100

The score for the technical criteria will be calculated according to the following

Quality level	Percentage of maximum score	Description
Poor	0–20%	Fails to address the criterion adequately; major weaknesses or omissions.
Weak	>20–40%	Addresses the criterion only partially; significant weaknesses.
Acceptable	>40–60%	Meets the basic requirements; some weaknesses or limited added value.
Good	>60–80%	Addresses the criterion well; clear, relevant and convincing.
Excellent	>80–100%	Addresses the criterion exceptionally well; highly relevant, comprehensive, convincing and demonstrates significant added value.

The score for the financial criterion will be calculated as follows:

$$Score = Lowest\ Price / Offered\ Price \times 20$$

3.10. Signature of contract

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

For the contract, the Service Agreement (Annex 2) shall apply. Any change desired by the tenderer in the provisions of this Service Agreement needs to be communicated to EIT RawMaterials in advance as clarification questions. The signing of the Service Agreement after the award of the contract is for declaratory and documentation purposes only.

3.11. 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.

3.12. 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.

3.13. 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'). He 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.

Annexes

Annex 1: Tenderers' Declaration form

Annex 2: Service agreement