Request for Quotation

For: Ecosystem mapping of social entrepreneurship opportunities in climate change solutions in Pacific Island Countries

Background

Since 2019, Climate-KIC partnered with Irish Aid to address global climate action. This collaboration supports local climate innovation and entrepreneurship in areas like adaptation, sustainable blue economy, and gender equality. It stresses inclusive responses involving governments, corporations, foundations, international agencies, innovators, and citizens to combat climate change and promote sustainable community development.

The Government of Ireland, through A Better World, is committed to prioritizing climate action and sustainable development. Ireland's Climate Finance Roadmap 2030 pledges 1 billion euros in climate finance to developing countries by 2030, emphasizing the link between climate action, human rights, and sustainable development.

This partnership directly supported 691 entrepreneurs and expanded their reach from 7 to 24 countries by 2022-23. It shows how public finance can engage the private sector, aligns with Ireland's climate finance goals, and contributes to global climate action and sustainable development.

The partnership aims to expand programs in Pacific Island Countries - specifically in the regions of Polynesia, Micronesia and Melanesia-, vital due to their vulnerability to climate change. These regions already experience rising sea levels, severe storms, changing precipitation patterns, and risks to coastal areas, agriculture, fisheries, and tourism. Cultural heritage, communities, health, biodiversity, and ecosystems are also at risk. Addressing climate change is crucial for food security, security, and social stability, requiring international cooperation and support.

As an initial step to this expansion, it is necessary to conduct an ecosystem mapping of social entrepreneurship opportunities in climate solutions. This is crucial because it enables a comprehensive understanding of the complex network of actors, resources, and dynamics within the sustainability landscape. By identifying and analysing these elements, stakeholders can pinpoint gaps, synergies, and potential barriers that hinder or facilitate climate-focused social enterprises. This mapping not only helps entrepreneurs and investors make informed decisions about where to invest their time and resources but also enables policymakers and support organizations to design targeted interventions and policies that foster innovation, collaboration, and scalability in the climate solutions sector. Ultimately, this holistic perspective empowers a more efficient and effective response to the pressing challenges of climate change, promoting the development of impactful, scalable, and sustainable solutions that benefit both society and the environment.

<table>
<thead>
<tr>
<th>Services and/or goods requested</th>
<th>Request for proposal for publish a report on ecosystem mapping of social entrepreneurship opportunities in climate solutions in Pacific Island Countries.</th>
</tr>
</thead>
<tbody>
<tr>
<td>The legal entity requesting these goods and/or services</td>
<td>Climate-KIC Holding B.V.</td>
</tr>
</tbody>
</table>
| EIT Climate-KIC Contract Manager for submitting quotes and inquiries | Thea Arcella Bohol  
Entrepreneurship Programme Manager  
thea.bohol@climate-kic.org |
Proposed contract term for successful candidates

<table>
<thead>
<tr>
<th>Planned Date*</th>
<th>Milestones</th>
</tr>
</thead>
<tbody>
<tr>
<td>9 October 2023</td>
<td>RFQ issued to bidders</td>
</tr>
<tr>
<td><strong>17 November 2023 (12:00 CET)</strong></td>
<td>Bidders submit quotes / Submission Deadline</td>
</tr>
<tr>
<td>17-24 November 2023</td>
<td>EIT Climate-KIC team to review quotes</td>
</tr>
<tr>
<td></td>
<td>EIT Climate-KIC to gain clarification from bidders</td>
</tr>
<tr>
<td>24 November 2023</td>
<td>Notification of contract award</td>
</tr>
<tr>
<td>4 December 2023</td>
<td>Proposed contract start date</td>
</tr>
</tbody>
</table>

* EIT Climate-KIC reserves the right to amend this timetable during the RFQ.

Timelines

EIT Climate-KIC has set the following indicative timelines for this RFQ:

How you can participate

1. Review the RFQ documents provided by EIT Climate-KIC.
2. If you have questions on the RFQ, email the Contract Manager at least 3 business days before the submission deadline. We aim to respond in a timely manner wherever possible.
3. Submit a quote with the following requirement on or before **17 November 2023 (12:00 CET)**.
   a. Proposed methodology and concept plan
   b. Identify possible sources of data or information
   c. CV of individuals who will be working on the project
   d. Breakdown of charges / expenses
4. EIT Climate-KIC will assess bids and notify bidders following the timeline.

About EIT Climate-KIC

EIT Climate-KIC is the EU’s climate innovation initiative, working to accelerate the transition to a zero-carbon and resilient world by enabling systems transformation. Headquartered in Amsterdam, it operates from 13 hubs across Europe and is active in 39 countries. EIT Climate-KIC was established in 2010 and is predominately funded by the European Institute of Innovation and Technology (EIT), a body of the European Union.

As a Knowledge and Innovation Community (KIC), it brings together more than 400 partners from business, academia, the public and non-profit sectors to create networks of expertise, through which innovative products, services and systems are developed, brought to market and scaled-up for impact. See [https://www.climate-kic.org/](https://www.climate-kic.org/) for more information.

Introduction

Ecosystem mapping of social entrepreneurship opportunities in climate change solutions involves a comprehensive analysis of the various elements, stakeholders, and resources within a specific ecosystem focused on addressing climate change impacts through social entrepreneurship. This process helps identify and assess opportunities for entrepreneurs and organizations that aim to address environmental and social challenges associated with climate change adaptation. Identify potential partners and collaborators, including local governments, NGOs, research institutions, and community organizations.

Scope
EIT Climate-KIC are requesting quotation for Ecosystem Mapping of Social Entrepreneurship Opportunities on Climate Change Solutions in Pacific Island Countries – specifically in the regions of Polynesia, Micronesia and Melanesia.

The supplier will ensure sufficient financial, economic, technical and professional capacity to deliver the services in an efficient and effective manner.

EIT Climate-KIC reserves the right to award the contract to more than one third party supplier to achieve suitable capabilities for the geographical coverage described. Bidders are encouraged to make it clear in their proposal what countries they can evidence experience in and note any geographical limitations to the coverage of these services.

The services will be delivered to meet the following project milestones:

<table>
<thead>
<tr>
<th>Milestone</th>
<th>Time frame</th>
<th>Payment Tranches</th>
</tr>
</thead>
<tbody>
<tr>
<td>Consultation Phase</td>
<td>December 2023</td>
<td></td>
</tr>
<tr>
<td>Submission of Inception Report</td>
<td>Between week 2 and 3 of January 2024</td>
<td>30% of total payment will be transferred as soon as the approval of the inception report.</td>
</tr>
<tr>
<td>Consultation / Research Phase</td>
<td>January to February 2024</td>
<td></td>
</tr>
<tr>
<td>Submission of draft report</td>
<td>Between week 1 and 2 of March 2024</td>
<td>30% of total payment will be transferred as soon as the submission of the draft report.</td>
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<tr>
<td>Feedback phase</td>
<td>Between week 3 and 4 of March 2024</td>
<td></td>
</tr>
<tr>
<td>Submission of final report with Annex</td>
<td>Between week 2 and 3 of April 2024</td>
<td></td>
</tr>
<tr>
<td>Presentation of summary of findings to Climate-KIC</td>
<td>Week 4 of April 2024</td>
<td>40% of total payment will be transferred as soon as the approval of the final report and the presentation of the summary of findings.</td>
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</tbody>
</table>

Objectives

The objective of this ecosystems mapping initiative is to comprehensively identify and analyse social entrepreneurship opportunities within Pacific Island countries that contribute to climate solutions. This project aims to create a detailed and structured map of the social entrepreneurship landscape in the region, highlighting key stakeholders, existing initiatives, funding mechanisms, and potential synergies. By doing so, it seeks to provide a holistic understanding of how social entrepreneurs are addressing climate-related challenges in the Pacific Islands, facilitating collaboration among stakeholders, and ultimately fostering sustainable and innovative solutions to mitigate the impacts of climate change in this vulnerable region.

Deliverables

DELIVERABLE 1: INCEPTION REPORT
Defining the Scope
Start by clearly defining the scope of the ecosystem mapping effort. Determine the geographical region or specific context, as well as the scope of climate change impacts and adaptation measures that needed to be addressed.

Identify which of the 3 regions – Melanesia, Micronesia or Polynesia – should be included in the study.

Workplan with deadlines

DELIVERABLE 2a: CONTENTS of the Actual Report

Identifying Key Stakeholders and potential collaborators
Identify the primary stakeholders within the ecosystem. This may include social entrepreneurs, impact investors, NGOs, government agencies, research institutions, community organizations, and individuals affected by climate change impacts.
Identify potential partners and collaborators, including local governments, NGOs, research institutions, and community organizations.

Mapping Climate Change Risks
Analyse the specific climate change risks and challenges faced by the region or community in question. This could include rising temperatures, sea-level rise, extreme weather events, water scarcity, and more.

Identifying Cultural and Social Factors
Understand the cultural and social factors that influence entrepreneurship. This may include the risk and tolerance of the community, the perception of failure, and the level of entrepreneurial spirit.

Assessing Social Impact Needs
Understand the social impacts of climate change on vulnerable communities, including health, livelihoods, housing, and access to basic services. Identify the most pressing social needs that require adaptation solutions.

Identifying Social Entrepreneurship Initiatives
Research and document existing social entrepreneurship initiatives and projects related to climate change adaptation in the ecosystem. This includes enterprises that address water management, sustainable agriculture, renewable energy, disaster preparedness, and other relevant areas.

Analysing Funding and Investment Opportunities
Assess the availability of funding and investment opportunities for social entrepreneurs working on climate change adaptation. This may involve impact investors, grants, climate finance mechanisms, and public-private partnerships.

Analysing Policy and Regulatory Environment
Analyse the regulatory and policy environment related to climate change adaptation. Identify government incentives, regulations, and support programs that can either facilitate or hinder social entrepreneurship initiatives.

DELIVERABLE 2b: Must be included in the ANNEX of the report

Measuring Social and Environmental Impact
Suggest definitive metrics and indicators to measure the social and environmental impact of social entrepreneurship initiatives in climate change adaptation. This includes assessing improvements in resilience, community well-being, carbon emissions reduction, and other relevant outcomes.

Creating Actionable Strategies

Based on the insights gathered through ecosystem mapping, develop suggested actionable strategies for social entrepreneurs and stakeholders. These strategies should address gaps, leverage strengths, and promote sustainable solutions for climate change adaptation.

DELIVERABLE 3:Presentation of Final Report to Climate-KIC

This includes a short powerpoint presentation and a 1-page print-ready summary of findings.

Reports will be requested to be written at a suitably professional standard using a recognised (or specified) referencing style upon request. The format and structure will be discussed during a preliminary briefing with the successful party. The reports are to be provided for unrestricted use by EIT Climate-KIC and free from all third party copyright restrictions. EIT Climate-KIC will receive ownership of such work products and may make them available to other parties, publish online, or other at our discretion. Further requirements regarding the reports include:

- The EIT Climate-KIC brand guidelines provide the requirements for use of our logo. These are publicly available at https://www.climate-kic.org/who-we-are/media-and-brand/. The extent that other requirements (e.g. typeface) apply to the report can be discussed with the Contract Manager.
- The provider should allow for rounds of review by EIT Climate-KIC and subsequent edits to ensure acceptable quality of the completed report.

Sustainability

In order to uphold our commitment to sustainability, EIT Climate-KIC aims to minimise any negative impact we may have on the natural and built environment by effectively managing our resources.

In the efforts to procure in a sustainable manner with minimal impact, the following requests are made of the bidder:

- The services are to be delivered digitally following a paperless policy
- We ask our service providers to consider the greenhouse gas emissions from transport to our offices and events. Cycling, walking, public transport and rail are preferable over air travel wherever possible.
- We love to hear what suppliers are doing to minimise impact. Feel encouraged to share your approach and policies if applicable.

Eligibility

EIT Climate-KIC reserve the right to reject quotes where the proposed supplier:

- Has insufficient technical, professional or financial capacity to deliver the services.
- Has been bankrupt or insolvent (last 7 years)
- Is sanctioned by a relevant authority
- Does not comply or has previously not complied with our Ethical Standards for Contractual Counterparties
- Has been convicted of crime, links to terrorism, breach of tax or social security obligations
- Is an individual prior employee of an EIT Climate-KIC or group entity (discretionary basis)
- Will continue to be a full time employee of an EIT grant recipient or EIT Climate-KIC partner during the contract term (discretionary basis)

If any of these scenarios apply, please make EIT Climate-KIC aware in your submission.
**Required Experience and Capabilities**

The team or individuals delivering the services should be able to demonstrate the following experience and capabilities:

**Relevant Experience**: The team should have prior experience in conducting ecosystem mapping or similar research projects related to social entrepreneurship and climate solutions. Look for evidence of their expertise in these areas.

**Expertise in Pacific Island Context**: The team should have a deep understanding of the unique challenges, cultures, and contexts of the Pacific Island countries. Familiarity with the region's geography, climate issues, and socio-economic conditions is crucial.

**Research Skills**: Ensure that the team has strong research skills, including the ability to gather and analyse data, conduct interviews, and synthesize information from various sources.

**Data Analysis**: They should be proficient in data analysis tools and methodologies, which will be essential for interpreting and visualizing the gathered information effectively.

**Stakeholder Engagement**: The team should demonstrate the ability to engage with various stakeholders, including local communities, social entrepreneurs, government agencies, NGOs, and international organizations, to gather insights and build relationships.

**Multidisciplinary Team**: Consider assembling a multidisciplinary team with diverse skills and backgrounds, including researchers, analysts, and subject matter experts in climate solutions and social entrepreneurship.

**Ethical Considerations**: Ensure that the team is committed to conducting ethical research, respecting local cultures, and obtaining informed consent when necessary.

**Communication Skills**: Effective communication is critical. Ensure that the team can provide regular updates and reports on the progress of the project.

**Flexibility and Adaptability**: The team should be adaptable to changing circumstances and open to adjusting research methods as needed.

**Conflict of Interest**: Ensure there are no conflicts of interest that could compromise the integrity of the research.

**Legal and Regulatory Compliance**: Ensure that the team is aware of and compliant with any legal and regulatory requirements in the Pacific Island countries where they will be conducting research.

**Payment & Invoicing**

- Payments will be made following provision of a correctly rendered undisputed digital (via email) invoice to EIT Climate-KIC. The EIT Climate-KIC contract manager will inform the successful bidder where to submit invoices.

- Payment terms associated with delivery of the goods and/or services must be not less than net 30 days.

- EIT Climate-KIC can provide a purchase order number to be referenced on invoices.

- Where EIT Climate-KIC is requesting services over longer periods of time, we ask that bidders invoice in a pay as we go model (e.g. billed on a monthly consolidated invoice based on work completed or completion of deliverables).

- Requests for deposit payments are generally not accepted.
• If the bidder is requesting any form of payment prior to delivery of goods and/or services, this must be raised with EIT Climate-KIC.

• If submitting invoices for subscription services, please ensure these fees are itemised and priced at line level.

Confidentiality

All information provided in this Request for Quotation (hereinafter "RFQ") document and any information that may be subsequently disclosed during discussions, correspondence and negotiations is confidential and must not be disclosed to any other party or used for any other purpose whatsoever without the prior written permission of Climate-KIC Holding B.V. or relevant subsidiary (hereinafter “EIT Climate-KIC”).

The Supplier must not disclose any such information, materials, specifications or other documents to any third parties or to any other part of the Supplier’s group or use them for any purpose other than for the preparation and submission of a response to this RFQ. The Supplier must not make any press announcements or publicise in any way EIT Climate-KIC’s name, this document, the quotation process or any subsequent agreement without the prior written consent of EIT Climate-KIC.

EIT Climate-KIC may require the execution of Non Disclosure Agreement as part of this RFQ or for future commercial engagements. As part of preparation for the submission of the response and in any subsequent negotiations, the Supplier is allowed to disclose confidential information to others within the Supplier organisation, external advisors or subcontractors, provided that the confidentiality conditions are adhered to.

Employees of either party who have access to confidential information must be notified of their obligations with regard to confidentiality and of the disciplinary proceedings which will result if confidentiality conditions are breached.

Contract Management

A one-off agreement is proposed for award of work.

EIT Climate-KIC can share their standard terms and conditions but will consider the bidder’s own terms and conditions on the basis that the bidder can incorporate the following:

• EIT Climate-KIC requires that that service providers provide an indemnity to EIT Climate-KIC for breach of third party intellectual property rights;

• In addition, EIT Climate-KIC will ask that service providers comply with the Ethical Standards for Climate-KIC Contractual Counterparties available at https://www.climate-kic.org/policies

• Service providers are required to comply with EIT Climate-KIC’s standard data protection clauses (can be provided in advance on request) and provide an indemnity for any breach;

• The liability of the service provider to EIT Climate-KIC (and affiliates) to be uncapped in respect of breach of data protection clauses. For all other heads, liability of the service provider to EIT Climate-KIC (and affiliates) may be capped at a reasonable multiple of fees not less than 2X. If applicable, EIT Climate-KIC liability to service provider also be similarly capped;

• No indemnities extended by EIT Climate-KIC to service providers.

Award Criteria

EIT Climate-KIC will assess bids based on the following factors:

<table>
<thead>
<tr>
<th>Score</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>Proposal fails to address the criterion or cannot be assessed due to missing or incomplete information.</td>
</tr>
<tr>
<td>1</td>
<td>Poor. The criterion is inadequately addressed or there are serious inherent weaknesses.</td>
</tr>
</tbody>
</table>
Fair. The proposal broadly addresses the criterion, but there are significant weaknesses.

Good. The proposal addresses the criterion well, but several shortcomings are present.

Very good. The proposal addresses the criterion very well, but a small number of shortcomings are present.

Excellent. The proposal successfully addresses all relevant aspects of the criterion. Any shortcomings are minor.

Criteria Areas

<table>
<thead>
<tr>
<th>Criteria Scoring</th>
<th>Criteria Weight</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Cost Effectiveness</strong></td>
<td>30%</td>
</tr>
<tr>
<td><strong>Quality</strong></td>
<td>20%</td>
</tr>
<tr>
<td><strong>Stakeholder engagement and collaboration</strong></td>
<td>10%</td>
</tr>
<tr>
<td><strong>Innovation and creativity</strong></td>
<td>10%</td>
</tr>
<tr>
<td><strong>Experience and Expertise</strong></td>
<td>20%</td>
</tr>
<tr>
<td><strong>Research skills and Data Analysis</strong></td>
<td>10%</td>
</tr>
</tbody>
</table>

**Prompts**

- The quotation aligns with the scope of work and delivers value for the allocated resources.
- The proposal clearly defines the scope and has clear methodology of the ecosystem mapping effort, including the geographical region (Melanesia, Micronesia, or Polynesia) and the climate change impacts and adaptation measures to be addressed.
- The proposing team shows the ability to engage with a diverse range of stakeholders, including local communities, social entrepreneurs, government agencies, NGOs, and international organizations.
- Any innovative approaches or creative solutions proposed for conducting the ecosystem mapping are considered.
- The proposing team or individuals demonstrate relevant experience in conducting ecosystem mapping or similar research projects related to social entrepreneurship, ecosystems mapping and/or climate solutions.
- The proposing team or individuals demonstrate strong research skills, including data gathering, analysis, and synthesis from various sources. Proficiency in data analysis tools and methodologies is evident.

**Instruction to Bidders**

**Responding with your quote**

EIT Climate-KIC are requesting the following are submitted to bid on this contract:

1. A **Response** that sufficiently details the bidder’s offer and responds to the requirements contained in this document.
   - The bidder is kindly asked to include their trading name, VAT or tax identification number (if applicable) and registered trading address (**please note, address is not required for an individual**).
2. A Quotation that meets the requirements described at Section 0
3. Resumes of individuals that will be assigned to conduct the services for EIT Climate-KIC

Any alternative solutions or services that the bidder may wish to bring to the attention of EIT Climate-KIC should be included at the end of your response. EIT Climate-KIC reserves the right to reject RFQ responses that do not confirm with these guidelines.

All responses shall be made to the Contract Manager via electronic copy

Quotation requirements

EIT Climate-KIC request that bidders quote in the following manner as appropriate to delivery of the services:

- Please provide itemised quotations in Euros and specify if the quote includes / excludes VAT or any other taxes;
- Provide a rate card for relevant grades of employment that will be conducting services for EIT Climate-KIC (e.g. day rate) instead of averaged rates. These may be used for additional services.
- The quotation is requested to include a month by month resource plan with resolution on role title, days and day rates to reach a total proposed labour cost. Please refer Table 2 as an example.
- Travel and subsistence for these services are strictly limited. Domestic travel and subsistence will not be reimbursed unless agreed in advance and in writing with EIT Climate-KIC. If you require international transport and/or accommodation, please make this clear and estimate costs in your quotation. Time for travel will not be billable hours.
- Include all applicable costs or charges associated with providing the goods and/or services in your quotation.
- Please quote on a company letterhead or similar company form where possible with the resolution described in Table 1 at a minimum. Where a resource plan can be provided or explicitly requested, please refer the example in Table 2.

Table 1: Provided quotations to include the following details

<table>
<thead>
<tr>
<th>Item and unit cost (in Euros excluding VAT)</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Services …</td>
</tr>
<tr>
<td>• Deliverable 1 of …</td>
</tr>
<tr>
<td>• Deliverable 2 of …</td>
</tr>
<tr>
<td>• Deliverable 3 of …</td>
</tr>
<tr>
<td>• License fees (per user per month/annum, and in aggregate) if applicable</td>
</tr>
<tr>
<td>TOTAL (if applicable)</td>
</tr>
</tbody>
</table>

Rate card for services (per day/hour, in Euros excluding VAT):
Item and unit cost (in Euros excluding VAT)

- Assistant – XX / day
- Officer – XX / day
- Specialist - XX / day
- Project coordinator – XX / day
- Consultant – XX/day
- Principal consultant – XX/day
- Partner – XX/day
- …

Table 2: Example resource-based quotation for proposed labour

<table>
<thead>
<tr>
<th>Section</th>
<th>Area</th>
<th>Resource</th>
<th>Task</th>
<th>Quantity (days)</th>
<th>Resource day rate (EUR excl. VAT)</th>
<th>Subtotal cost (EUR excl. VAT)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Service delivery</td>
<td>Workshop facilitation</td>
<td>e.g. Facilitator</td>
<td>e.g. Workshop preparation and delivery</td>
<td>e.g. 3</td>
<td>e.g. € XX.00</td>
<td>e.g. € XX.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>e.g. Facilitator’s assistant</td>
<td>e.g. Workshop delivery support</td>
<td>e.g. 1</td>
<td>e.g. € XX.00</td>
<td>e.g. € XX.00</td>
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<td>…</td>
</tr>
<tr>
<td>Grand total</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>€ XX.00</td>
<td></td>
</tr>
</tbody>
</table>

Terms of this RFQ

1. Your response should be submitted according to the instructions as detailed in this section and should be valid for a period of at least six (6) months from the bid due date. Any response submitted outside the scope defined may be rejected without provision for re-submission.

2. Any further information pertaining to this RFQ, of whatever nature, must be directed to the Contract Manager. If a point of clarification materially affects the RFQ, our response will be circulated to all bidders, otherwise the response will only be sent to the bidder seeking clarification.

3. If any doubt exists concerning any element of this RFQ, a clear statement should be made on the assumptions taken to arrive at your quoted costs, or alternatively contact us prior to submitting your response to seek clarification.

4. Entering into contractual arrangements with EIT Climate-KIC in connection with this RFQ does not guarantee work will be awarded.

5. EIT Climate-KIC reserves the right to reject any response(s) received after the submission date/time.

6. EIT Climate-KIC reserves the right to undertake post-bid negotiations with none, all or a shortlist of bidders.

7. EIT Climate-KIC, at its sole discretion, reserves the right to accept or reject any or all of the responses received and not to award any business and shall not be bound to give reasons for any decision. Only the execution of a written agreement between an EIT Climate-KIC entity and a supplier(s) will obligate an EIT Climate-KIC entity in accordance with the terms and conditions contained in such agreement.
8. EIT Climate-KIC reserves the right to procure services from alternative suppliers(s) where the successful bidder is, or becomes, uncompetitive within the market. However, issues over pricing and specification will be resolved through discussion and mutual agreement between EIT Climate-KIC and the supplier.

9. Bidders are required to email soft copies of their response to the Contract Manager.

10. As per above and where applicable, bidders must acknowledge receipt of this RFQ by return email to the Contract Manager detailed in Section Error! Reference source not found., confirming whether they intend to submit a response by the Submission Deadline.

11. This RFQ does not commit or obligate any EIT Climate-KIC company to pay any expenses incurred by you in the preparation of your response. All such expenses are solely at the risk of the bidder and by submitting a response you automatically agree that response becomes the property of EIT Climate-KIC.

12. Responses are to be kept as clear and concise as possible and should be sequenced and numbered in accordance with the format of this RFQ.

13. The formatting of this document and the attached response document should not be altered.

14. Whilst this RFQ confers no legal rights on its addressees, it is not intended that any other persons acquire rights or obligations in respect of or arising under it.

15. Unsuccessful bidders agree, by the submission of their response, to return to EIT Climate-KIC this RFQ and any and all papers, records, data and materials supplied to them in connection with it, including all copies made by them.

16. This RFQ is for consideration in whole and not in part or parts unless otherwise indicated.

17. All efforts have been made to ensure the accuracy and validity of information contained in this RFQ. However, EIT Climate-KIC does not warrant the information accurate or comprehensive.