

EU4Green Recovery East (700002623)

Recovery through a Circular Economy and Pollution Reduction in the Eastern Partnership countries

**Service Contract for
National Technical Expert Services for Supporting the
Preparation of the Nature Restoration Implementation
Framework in Ukraine (per LOT)**

TENDER SPECIFICATIONS AND TERMS OF REFERENCES

1. Financing

European Union (Contribution Agreement 700002623)

2. Procedure

Direct award procedure pursuant to sec. 46 BVergG 2018 of Austria and in line with the Umweltbundesamt GmbH's internal procurement regulations

3. Contracting Authority

Umweltbundesamt GmbH (UBA), Drurygasse 1/1, 1030 Wien, Austria

4. Thematic Leader

Umweltbundesamt GmbH (UBA)

5. Nature of contract

Service contract.

6. Indicative time period of implementation

November 2026 – March 2027 (5 months)

7. Contract amount

Max. EUR 33,000 in total (all 6 LOTs)

Max. EUR 5,500 (per LOT; no travel foreseen)

8. Background Information

The **EU4Green Recovery East (EU4GRE)** programme supports the European Union's Eastern Partnership countries—Armenia, Azerbaijan, Georgia, the Republic of Moldova and Ukraine—in advancing environmentally sustainable, climate-resilient and inclusive development, while supporting their approximation to the EU environmental acquis and, where relevant, the EU accession process.

Funded by the European Union (DG ENEST) with a budget of EUR 21.3 million for the period 2025–2028, the programme is jointly implemented by Umweltbundesamt GmbH (Environment Agency Austria), Expertise France, International Office for Water (OiEau), OECD, UNIDO, and UNECE.

The programme complements bilateral and regional EU initiatives and builds on previous regional programmes, including EU4Environment and EUWI+, following the Team Europe approach.

EU4Green Recovery East is structured around five components:

1. Circular economy;
2. Pollution reduction, with a focus on water management;
3. Legislative approximation to the European Green Deal and, where relevant, Chapter 27 of the EU acquis, supporting the EU accession process;
4. Cooperation with the European Environment Agency (EEA) and Eionet;
5. Support for the UNECE Water Convention and the EU Global Gateway Strategy.

This assignment falls under **Component 3**, which supports partner countries in aligning their environmental legislation with the EU acquis, strengthening institutional capacities, and preparing for the implementation and negotiation of Chapter 27 obligations.

9. Rationale

Ukraine's candidate status for membership of the European Union has significantly accelerated the process of approximation of the EU environmental acquis under **Chapter 27 – Environment and Climate Change**, one of the largest and most technically complex chapters of the accession negotiations. Successful approximation requires not only the transposition of EU legislation into national law but also the preparation of credible implementation plans demonstrating institutional, administrative, and financial readiness for implementation.

Directive/Regulation-Specific Implementation Plans (DSIPs) have become a key instrument in the accession process. They provide a structured roadmap for the implementation of priority EU legislation, identifying the legislative measures, institutional responsibilities, implementation timelines, investment needs and administrative capacities required to achieve full compliance. DSIPs also provide the evidence base for requesting transitional periods during accession negotiations and support informed dialogue with the European Commission, outlining the current state and developments in the areas / sectors / markets in Ukraine.

The EU4Green Recovery East (EU4GRE) Programme supports Ukraine in aligning its environmental legislation and implementation systems with EU environmental acquis under Chapter 27, including the approximation and implementation of the EU Nature Restoration Regulation (NRR).

In this context, the Programme assists the Ministry of Economy and Environment of Ukraine in developing the Nature Restoration Regulation Specific Implementation Plan (NRRSIP), which will establish the national legal, technical and institutional framework for implementing the Regulation. The NRRSIP will include an Implementation Roadmap translating the Regulation's requirements into prioritised actions, with clearly defined responsibilities, resource requirements, timelines and milestones.

10. Overall Objective

The overall objective of this assignment is for national **technical experts to provide sector-specific expertise across eight thematic objectives**. Their work will include reviewing available data, monitoring systems, methodologies, legislation, administrative procedures and ongoing initiatives, assessing baseline conditions and identifying data and implementation gaps, and proposing feasible, evidence-based restoration measures and priorities in cooperation with the Ministry and other relevant national authorities.

The experts' inputs will support restoration planning (if, spatial prioritisation, data compilation and harmonisation, monitoring and reporting, and the identification of the policy, regulatory and institutional measures needed for implementation. These contributions will be integrated into the NRRSIP to ensure a coherent, practical, and nationally appropriate approach.

Strong knowledge of the Ukrainian context and relevant sector-specific expertise are essential. Experience in legislative analysis, institutional development, and economic or financial assessment will be considered an asset.

The resulting technical inputs will be integrated with the legal, institutional, and other relevant components of the NRRSIP to ensure a coherent and implementable national approach. Experience in legislative analysis, institutional development, and economic or financial assessment will be an added value.

The NRRSIP will bring together the technical, legal, institutional, data-related and implementation measures required to support the implementation of the Regulation in Ukraine. **To facilitate this process, the NRR Implementation Roadmap is drafted and will provide a structured framework for translating the Regulation's requirements into concrete implementation actions, with clear priorities, responsibilities and timelines.** It will form an integral part of the NRRSIP, setting out the relevant objectives, priorities, measures, responsibilities, timelines, and milestones for implementation.

The Nature Restoration Regulation establishes targets and obligations for ecosystem restoration across a range of thematic areas. For the purposes of developing Ukraine's NRRSIP, the relevant requirements have been grouped into the following eight thematic objectives:

Objective 1. Art. 4: Terrestrial, coastal and freshwater ecosystems.

Improving and restoring biodiverse habitat types, including wetlands, forests, grasslands, river and lakes, heath & scrub, rocky habitats and dunes and supporting the recovery of species populations through improvement and expansion of their habitats.

Objective 2. Art. 5: Marine ecosystems

Restoring marine habitats and supporting the recovery of marine species and ecosystems, taking into account the applicability of the relevant requirements to Ukraine.

Objective 3. Art. 8: Urban ecosystems

Addressing green urban space and tree- cover requirements including the objective of no net loss by 2030, and subsequent increases, as applicable to Ukraine.

Objective 4. Art. 9: River connectivity

Identifying and removing selected barriers to river connectivity and contributing to restoring floodplain functions.

Objective 5. Art. 10: Pollinating insects

Reversing the decline of pollinator populations by 2030 and establishing the data and monitoring arrangements necessary to assess population trends.

Objective 6. Art. 11: Agricultural ecosystems

Improving relevant indicators for agricultural systems, including grassland butterflies, farmland birds, the stock of organic carbon in cropland mineral soils, and the share of agricultural land with high-diversity landscape features; restoring drained peatlands under agricultural use.

Objective 7. Art. 12: Forest ecosystems

Improving the common forest bird index and the applicable forest biodiversity indicators, including deadwood, forest structure and connectivity, soil organic carbon, native tree species and tree species diversity.

Objective 8. Art. 13: Tree planting

Contributing to the relevant tree-planting objective, taking into account its applicability and implementation context in Ukraine.

*The precise scope and applicability of the relevant requirements to Ukraine will be addressed through the NRRSIP development process.

11. Scope of Services and deliverables

Service Contract is going to be established for each national technical expert services for supporting the development of the overall Nature Restoration Regulation Specific Implementation Plan in Ukraine (per LOT) - one assignment per thematic area: **Water Ecosystems / Forest Ecosystems / Agricultural Ecosystems / Urban Ecosystems / Marine Ecosystems / Restoration of Species, Habitats, Pollinators** – hereinafter “Thematic Areas.

The Contractor/s in each Thematic Area shall:

- Conduct an initial stocktaking of the available data, information sources, monitoring systems, methodologies and administrative procedures relevant to the implementation of the EU Nature Restoration Regulation in Ukraine, identifying their availability, accessibility, quality, coverage and key gaps.
- Assess the current state of the alignment of existing national legal framework with the requirements of the EU Nature Restoration Regulation.
- Based on the available analysis on current state and degree of alignment of national legal framework and EU acquis, identify gaps and priorities for implementation of the Nature Restoration Regulation in Ukraine per Thematic Area.
- Assess institutional and administrative capacity of government bodies for implementation of the Nature Restoration Regulation;
- Contribute to the preparation of Thematic Area-specific chapters of the national NRRS Implementation Plan by drafting technical proposals in the proposed NRRS implementation Roadmap taking into account current availability of the stocktaking results, data availability, gaps and deficiencies identified, existing procedures and institutional capacities. Proposals shall include recommended measures, prioritisation of activities, stakeholder roles, estimated financial and economic implications, and a proposed implementation timeline with milestones. Guidelines for this work will be provided.
- Prepare technical recommendations for legislative amendments and other implementation measures on the draft of NRRS Implementation Plan;
- Cooperate with legal experts to ensure consistency between technical recommendations and proposed legislative measures;
- Participate in expert meetings and consultations with the Ministry and relevant stakeholders;
- Revise and finalise recommendations following feedback from the Ministry and stakeholder's consultations.

Deliverables

The primary objective of the assignment is to support the preparation of the thematic chapters of the Nature Restoration Roadmap and development of Nature Restoration Regulation Specific Implementation Plan in 2026/2027.

The deliverables listed below are intended as direct inputs to these documents.

For each LOT, the Contractor shall prepare the following deliverables, tailored to the respective Thematic Area, the applicable requirements of the Nature Restoration Regulation, the availability of existing analyses and data, and the priorities identified by the Contracting Authority.

Deliverable 1. Thematic Stocktaking and Gap Analysis

The Contractor shall prepare a concise thematic assessment of the current state of implementation and the main conditions for implementing the Nature Restoration Regulation, covering, as relevant to the LOT:

- The existing policy, legal, regulatory and institutional framework.
- Available data, information sources, monitoring systems and methodologies, including their coverage, accessibility, limitations and key gaps.
- The current state of implementation and the extent to which existing arrangements support the relevant requirements of the EU Nature Restoration Regulation.
- Key technical, data-related, legal, institutional and administrative gaps, challenges and implementation needs.
- Priority issues requiring further analysis, clarification or action to support the preparation of the NRRSIP.

The assessment shall draw on existing studies, assessments and other relevant information wherever available and identify areas where additional analysis or evidence is required.

It shall focus on identifying the most significant gaps and priorities for implementation rather than reproducing existing analyses.

Expected output: A concise written assessment presenting the main findings, identified gaps, evidence limitations and priority issues for the respective Lot.

Deliverable 2. Thematic Technical Proposals for the Nature Restoration Roadmap

Based on the findings of Deliverable 1, the Contractor shall prepare draft technical contributions to the relevant thematic chapter(s) of the Nature Restoration Roadmap, which forms part of the NRRSIP.

The proposals shall translate the identified implementation gaps and priorities into practical and appropriately sequenced actions. They shall include, as relevant:

- Thematic objectives and priorities for implementation.
- Proposed restoration measures (scenarios) and other priority implementation actions, including their justification and expected outcomes.
- A brief justification for each proposed action, including its intended outcome and relationship to the identified gaps or requirements.
- Proposed sequencing of activities, implementation timelines and key milestones.
- Relevant responsible and supporting institutions and stakeholder roles.
- Dependencies, prerequisites and implementation considerations, including links with relevant policies, plans and ongoing initiatives (source availability).

- Indicative resource or capacity requirements where these can reasonably be assessed on the basis of available information.

The level of detail shall be sufficient to inform the preparation of the Nature Restoration Roadmap. Where the available evidence does not allow a reliable assessment of implementation requirements, the Contractor shall identify the outstanding questions and the further work required.

Expected output: A structured set of proposed actions for the relevant thematic chapter or chapters of the Nature Restoration Roadmap, including priorities, responsibilities, indicative timelines, milestones and relevant implementation considerations.

Deliverable 3. Thematic Recommendations on Legislative, Institutional and Implementation Measures

The Contractor shall prepare technical recommendations on the legislative, regulatory, institutional, administrative and other measures required to support implementation of the Nature Restoration Regulation in the respective Thematic Area, as relevant to the LOT.

The recommendations shall be based on the findings of Deliverable 1 and linked, where relevant, to the actions proposed under Deliverable 2. They shall identify:

- The principal legislative, regulatory, institutional or administrative issues requiring attention.
- Proposed measures to address the identified issues, together with their rationale and relative priority.
- Relevant institutions and stakeholders, including proposed responsibilities or improvements to coordination arrangements.
- Potential improvements to monitoring, data management, reporting, implementation procedures and institutional capacity, where relevant.
- Issues requiring further legal, institutional or technical assessment before a specific measure can be defined.

Where relevant, the Contractor shall provide technical input to proposals for legislative or regulatory amendments. Such proposals shall identify the implementation need they are intended to address and shall be developed in coordination with the Contracting Authority and the designated legal experts.

Expected output: A prioritized set of thematic recommendations identifying the measures needed to support implementation, their rationale, the institutions concerned and any issues requiring further validation or legal drafting.

Deliverable 4. Thematic Inputs to Cross-Cutting Implementation Assessments

The Contractor shall provide structured set of thematic inputs to the cross-cutting assessments supporting the preparation of the NRRSIP, covering administrative and institutional capacity, financial and economic considerations, and data, monitoring and reporting.

The inputs shall address, as relevant to the Lot:

- Relevant institutions, mandates, competencies, capacity gaps and implementation needs.
- Indicative resource requirements, implementation costs and relevant financial and economic considerations, including key assumptions and limitations.
- Available data, monitoring systems and methodologies, identified gaps, and priority needs for data collection, monitoring, assessment and reporting.

These inputs shall be proportionate to the available evidence and the requirements of the respective Thematic Area in Ukraine. They shall build existing assessments where available and identify areas requiring further analysis, without duplicating work undertaken under other LOTs or by other experts.

Expected output: A structured set of thematic inputs suitable for incorporation into the relevant cross-cutting assessments, clearly distinguishing available evidence, indicative estimates, assumptions and outstanding information needs.

Deliverable 5. Final Thematic Contributions to the NRRS Implementation Plan

The Contractor shall consolidate and finalize technical contributions developed under Deliverables 1–4, taking into account relevant comments received from the Contracting Authority, the Ministry and stakeholders through the agreed consultation and review process.

It shall include written technical comments on draft Roadmap and Implementation Plan documents, where requested, and reflect coordination with legal experts on related legislative and regulatory measures.

The Contractor shall participate in relevant coordination meetings, expert consultations and review processes throughout the assignment and shall revise the relevant deliverables in response to comments from the Contracting Authority, in accordance with the agreed review and approval arrangements.

Expected output: A consolidated and finalised set of thematic technical contributions ready for consideration and integration into the NRRSIP by the Contracting Authority and the relevant Ukrainian authorities.

General requirements applicable to all deliverables

All deliverables shall:

- Be submitted in English in an editable electronic format agreed with the Contracting Authority.
- Be based on available evidence and identify relevant sources, assumptions, limitations and information gaps.
- Use consistent terminology and, where provided, the templates and guidance of the Contracting Authority.
- Be proportionate to the scope, budget and duration of the assignment.

- Be coordinated with relevant experts to ensure consistency across thematic areas and avoid unnecessary duplication.
- Be revised in response to consolidated comments from the Contracting Authority in accordance with the agreed review and approval arrangements.

The Contracting Authority shall provide available guidance, templates and relevant background documents and shall coordinate the review of deliverables. The expected level of detail and any additional analytical requirements shall be clarified with the Contractor where necessary to ensure that the work remains feasible within the agreed contractual scope.

12. Procurement Lots and Allocation

The assignment will be procured through **several thematic Lots**, corresponding to the Thematic Areas relevant to the preparation of the Nature Restoration Regulation Specific Implementation Plan in Ukraine.

Each Lot will require the provision of relevant **technical expertise** to support the assessment of the current situation, identification of gaps and implementation needs, and preparation of Thematic Area-specific inputs to the Nature Restoration Roadmap and the Nature Restoration Regulation-Specific Implementation Plan.

LOT 1 – Water Ecosystems

The assignment under this Lot will cover technical aspects related to the restoration of water ecosystems, including freshwater ecosystems, rivers and lakes, river connectivity and floodplain functions, as well as other relevant water-related restoration requirements of the Regulation.

Maximum contract value: EUR 5.500 excluding VAT

LOT 2 – Forest Ecosystems

The assignment under this Lot will cover technical aspects related to the restoration and conservation of forest ecosystems, including forest biodiversity, relevant forest ecosystem indicators, carbon-related aspects, restoration measures and tree planting/restoration requirements.

Maximum contract value: EUR 5.500 excluding VAT

LOT 3 – Agricultural Ecosystems

The assignment under this Lot will cover technical aspects related to agricultural ecosystems, including pollinators, farmland birds and butterflies, soil organic carbon, high-diversity landscape features, peatlands and other relevant agricultural ecosystem restoration measures.

Maximum contract value: EUR 5,500 excluding VAT

LOT 4 – Urban Ecosystems

The assignment under this Lot will cover technical aspects related to urban ecosystems, including urban green space, tree cover, urban restoration measures and the relevant planning, regulatory and institutional framework.

Maximum contract value: EUR 5,500 excluding VAT

LOT 5 – Marine Ecosystems

The assignment under this Lot will cover technical aspects related to marine ecosystems, including restoring marine habitats such as seagrass beds or sediment bottoms that deliver significant benefits, including for climate change mitigation, and restoring the habitats of iconic marine species such as dolphins and porpoises, sharks and seabirds, the relevant planning, and regulatory and institutional framework.

Maximum contract value: EUR 5,500 excluding VAT

LOT 6 – Restoration of Species, Habitats, Pollinators

The assignment under this Lot will cover technical aspects related to restoration of species, habitats, pollinators, including: improving and re-establishing biodiverse habitat types on a large scale and bringing back species populations by improving and enlarging their habitats (wetlands, forests, grasslands, river and lakes, heath & scrub, rocky habitats and dunes), reversing the decline of pollinator populations by 2030, achieving an increasing trend for pollinator populations, with a methodology for regular monitoring of pollinators, the relevant planning, and regulatory and institutional framework. The expert shall, where relevant, ensure coherence between habitat restoration, species recovery and pollinator conservation objectives, taking into account synergies and potential trade-offs across ecosystem types and restoration measures.

Maximum contract value: EUR 5,500 excluding VAT

13. Implementation modalities

Location of services

No specific place of performance or travel is expected.

Assignment schedule

The duration of the assignment is **5 month – from** November 2026 – March 2027 (might be extended upon agreement with the Ministry of Economic and Environment of Ukraine)

Phase 1: November through mid-December 2026: Technical expertise support on development of the NRRSIP

Phase 2: mid-December 2026 until end of March 2027: Support on follow up technical support activities for MEE (depends on the finalization of the NRR Roadmap and feedback from the Ministry).

Input

The provision of services is limited to a **maximum of EUR 5,500.- per LOT** throughout the entire performance period (upon contract signature, estimated November 2026 – March 2027). This maximum amount **includes all professional fees**. Travel expenses are not foreseen. Umweltbundesamt GmbH is not obliged to exhaust the maximum volume of the Contract throughout the entire performance period.

Management

The Contractor has to implement the service in close contact and cooperation with:

- Component 3 Lead - Josipa Krizanovic Cimesa josipa.krizanovic-cimesa@umweltbundesamt.at
- Component 3 Co-Lead – Olga Zhminko Olga.Zhminko@umweltbundesamt.at

All correspondence and documents related to these services must be written in English.

The Contractor must personally provide the services. Subcontracting one or more parts of the contracted services is not allowed.

The Contractor agrees to adhere to the EU communication & visibility guidelines.

Work environment

The Contractor has to provide all means (workspace, transport, etc.) and technical equipment (e.g. hardware, software) necessary for a successful implementation of these services. Neither office facilities nor operating resources shall be provided by the Contracting Authority.

Remuneration

Remuneration will be determined as a result of a tender procedure.

14. Selection and award procedure

The procurement is divided into **six thematic Lots**, as follows:

- LOT 1 - Water Ecosystems** with a maximum contract value of EUR 5,500 excl. VAT.
- LOT 2 – Forest Ecosystems** with a maximum contract value of EUR 5,500 excl. VAT.
- LOT 3 – Agricultural Ecosystems** with a maximum contract value of EUR 5,500 excl. VAT.
- LOT 4 – Urban Ecosystems** with a maximum contract value of EUR 5,500 excl. VAT.
- LOT 5 – Marine Ecosystems** with a maximum contract value of EUR 5,500 excl. VAT.
- LOT 6 – Restoration of Species, Habitats, Pollinators** with a maximum contract value of EUR 5,500 excl. VAT.

The total indicative level of effort across all Lots is with a maximum total estimated procurement value of **EUR 33,000 excluding VAT**. No travel expenses are envisaged.

Each Lot covers the provision of technical expertise in the respective Thematic Area, as described in the Terms of Reference.

14.1. General Requirements for the Technical Expert

The expert shall have the qualifications, experience, and skills necessary to deliver the services under the respective Lot within the agreed timeframe. The following requirements apply to all Lots:

- **Professional qualifications and experience:** A relevant academic degree or equivalent professional qualification and demonstrated experience in the respective thematic area for submitted Lot(s). **Minimum** 5 years in the relevant thematic field demonstrated.
- **Knowledge of the Ukrainian context:** Familiarity with the relevant Ukrainian environmental policy, legal and institutional framework.
- **Technical and analytical skills:** Ability to assess legislation, studies, data and implementation arrangements, identify gaps and priorities, and develop evidence-based recommendations and feasible implementation proposals.
- **Cooperation and coordination:** Ability to work effectively with the Contracting Authority, the Ministry, relevant authorities and other experts, and to incorporate feedback into deliverables. No conflict of interest demonstrated.
- **Language skills:** Good written and spoken English. Knowledge of Ukrainian and the ability to work with Ukrainian-language sources shall be considered an advantage, unless otherwise required for the specific assignment.
- **Availability and personal performance:** Availability throughout the agreed implementation period and personal delivery of the contracted services.

Experience in legislative analysis, institutional development, environmental monitoring or economic and financial assessment shall be considered an advantage where relevant to the respective Lot. Qualifications and experience shall be evidenced through the submitted CV, references and technical proposal.

14.2. Eligibility and exclusion criteria

Experts may submit an offer **for one or more Lots**. Each offer must clearly identify the Lot(s) concerned and include the information required in the Bid Form for each Lot.

Where an expert applies for more than one Lot, the technical approach, relevant experience and financial offer must be provided separately for each Lot, allowing each offer to be evaluated independently.

The submission of offers for multiple Lots does not guarantee the award of more than one Lot.

The eligibility and general professional capacity of invited experts will be assessed during evaluation.

The contract for each Lot will be awarded based on the best value for money, considering the proposed approach, relevant expertise, and financial offer.

Offers will be evaluated separately for each Lot against the published award criteria, considering:

- The quality and relevance of the proposed technical approach;
- The expert's relevant thematic expertise and experience (based on the CV, referenced work or projects, and the proposed approach for task implementation), including its applicability to the tasks under the respective Lot; and
- The financial offer, which must not exceed the maximum contract value established for the respective Lot.

14.3. Selection criteria

Each Lot will be evaluated independently based on the best value for money, using the following award criteria:

Award criterion	Maximum score
Relevant thematic expertise and experience applicable to the specific Lot	50
Quality and relevance of the proposed technical approach	30
Financial offer	20
Total	100

The technical evaluation will assess the expert's relevant thematic expertise and experience, the applicability of previous assignments to the tasks under the respective Lot, and the quality, feasibility and relevance of the proposed approach to implementing the assignment.

The financial score will be calculated proportionally, by dividing the lowest compliant financial offer by the financial offer being evaluated and multiplying the result by 20.

A minimum technical score of 56 out of 80 points is required for an offer to be considered for award. Offers that do not meet this threshold, fail to meet the applicable requirements, or exceed the maximum contract value established for the respective Lot will not be considered for award.

The contract for each Lot will be awarded to the highest-ranked compliant offer based on the combined technical and financial scores, subject to the availability of the required budget.

Only offers that meet the applicable requirements, and any established minimum quality thresholds, will be considered for award.

Each Lot will be ranked and awarded independently to the highest-ranked compliant offer, based on the published award criteria and subject to the availability of the required budget.

An expert may be awarded more than one Lot, provided that the expert demonstrates sufficient capacity to deliver all assigned tasks within the required deadlines and in accordance with the Terms of Reference.

Each Lot will be subject to a separate award decision and, where applicable, a separate contract or contractual arrangement.

14.4. Tender submission and timeline

Invited experts are requested to submit their proposal by e-mail with the subject:

"EU4GRE – Proposal: Technical Expert for Nature Restoration Implementation Plan – Ukraine – LOT xy"

Tenderers may submit offers for one or more Lots.

A separate technical offer and financial offer shall be submitted for each Lot.

The bidder information and declarations in the Bid Form may be submitted once for all Lots offered, provided that the bidder clearly identifies every Lot covered by the submission. Where the same expert is proposed for more than one Lot, the expert's qualifications, relevant experience and availability shall be demonstrated for each Lot.

The proposal shall include only:

- **Technical proposal**, confirming the understanding and acceptance of the assignment, summarising the proposed approach/methodology to implementing the tasks described in these Terms of Reference and confirming availability during the implementation period.
- **A financial proposal**, indicating:
 - proposed daily fee (EUR, excluding VAT);
 - total financial offer (EUR, excluding VAT);
 - VAT status or indication that the Reverse Charge mechanism applies, where relevant.
- **CV & References** of similar assignments,
- **Declaration of Honour** (Annex 1)

Proposals shall be submitted electronically to the following address:

EU4GRE_offers@umweltbundesamt.at with copy to
josipa.krizanovic-cimesa@umweltbundesamt.at and
Olga.Zhminko@umweltbundesamt.at.

The maximum allowable size of the email is 9.9 MB.

For bidders approached directly through the Program's established Pool of Experts database, the CVs and references previously submitted to the EU4Green Recovery East Pool of Experts remain valid and do not need to be resubmitted, unless significant changes have occurred or additional relevant expertise needs to be highlighted.

Signatures must be either hand-written, or a qualified electronic signature as defined in Regulation (EU) No 910/2014 on electronic identification and trust services for electronic transactions.

In case of technical problems, please contact the following address:

EU4GRE_offers@umweltbundesamt.at , with copy to:

josipa.krizanovic-cimesa@umweltbundesamt.at and

olga.zhminko@umweltbundesamt.at

The Contracting Authority shall not reimburse any costs for participating in this selection procedure; such as but not limited to the preparation of bids, translation, clarifications, negotiations

Deadline for submission of the tender

The deadline for submission is **05. November 2026.** (17:00 CET). Tenders submitted after the deadline will not be considered.

Given the planned start of the assignment, invited experts are kindly requested to submit their proposals **as soon as possible.**

The publication of these Terms of Reference does not commit to the Contracting Authority to award the announced contract. The Contracting Authority can withdraw from this call at any given time. In no event shall the Contracting Authority be liable for any damages whatsoever including, without limitation, damages for loss of profits, in any way connected with the cancellation of a tender procedure.

15. Annex

- **Annex 1:** BidForm (includes the Declaration of Honour)
- **Annex 2:** Service Agreement Special Conditions
- **Annex 3:** Service Agreement General Conditions
- **Annex 4:** General Conditions of the Main Contract (Programme EU4GRE Contract)