



Request for Quotation

ESG strategy implementation services in ELI ERIC_TP25_041

This procurement is to be carried out in accordance with Article 21 of The Extreme Light Infrastructure ERIC Procurement Rules (hereinafter referred to as the “*Rules*”).

(hereinafter the “*Request*”, “*Procurement*” or “*Procurement Procedure*”)

Organisation:

The Extreme Light Infrastructure ERIC

with its registered office at

Za Radnicí 835, 252 41 Dolní Břežany, Czech Republic

identification No.: 109 74 938

(hereinafter the “*Organisation*”)

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1. Basic data on the Organization and the Procurement Procedure

1.1. Basic data on the Organization

Organization	The Extreme Light Infrastructure ERIC (ELI ERIC)
Registered Office:	Za Radnicí 835, 252 41 Dolní Břežany, Czech Republic
Identification No.:	109 74 938
Person authorized to act on behalf of the Organization:	Allen Weeks, Director General
Contact person:	David Pokorný tel. +420 601 555 056 e-mail David.Pokorny@eli-beams.eu

The Services described below are being procured by the Organization within this Procurement Procedure for the Organization itself and for use by the following affiliated legal entity:

Entity name:	ELI-HU Non-Profit Ltd.
Registered Office:	HU-6728 Szeged, Wolfgang Sandner utca 3., Hungary
Identification No.:	06-09-015211

1.2. Procurement Procedure

This Procurement Procedure is carried out solely under the Rules available at <https://eli-laser.eu/procurement/rules/>.

2. Subject-matter of the Procurement

2.1. Specification of the subject-matter of the Procurement

The main statutory purpose of the Organisation is to operate the ELI Facilities (ELI Beamlines and ELI ALPS) as an integrated body, with unified governance and a single management structure, providing effective access to their scientific instruments and technical equipment, ensuring excellence and interoperability to maximise the Organisation's impact on science and society.

The Organisation is committed to establishing a unified management system compliant with the ISO standards applicable in all its locations. Standardised processes and harmonised practices are seen as essential to ensure the highest standards of operations and quality conformity across the entire Organisation.

The subject-matter of this Procurement is the development and implementation of the ESG strategy as described in detail in **Annex No. 2 Technical specifications** and further specified in **Annex No. 1 Contract for Services**.

The information and data listed in this Request and its Annexes define the minimum technical and other mandatory requirements of the Organisation. Suppliers are obliged to respect these requirements in their Quotations.

2.2. Technical specification

Technical specification for the subject-matter of this Procurement is given in **Annex No. 2 technical specifications**.

The parameters stated in **Annex No. 2 Technical specifications** are defined as maximal/ minimal requirements, i.e. suppliers are entitled to offer more advantageous products/solution.

If the specification is set by a direct or indirect reference to particular economic operators or products, or patents for inventions, utility models, industrial designs, trademarks or designations of origin, suppliers may offer another equivalent solution. The Organisation reserves the right to ask for the explanation and/or evidence that the proposed solution satisfies in an equivalent manner the requirements defined by the Organisation.

2.3. Business conditions

Business conditions for the performance of this Procurement are specified in **Annex No. 1 Contract for Services**.

Suppliers are obliged to fill in only the blanks highlighted in **yellow** within the Contract for Services. Suppliers are not entitled to make any other changes in the Contract for Services.

By submitting a Quotation, the supplier confirms his agreement with the business conditions according to **Annex No. 1 Contract for Services**.

Suppliers particularly shall not refer in their Quotations to their business conditions and terms. If a supplier includes his own business terms and conditions in the Quotation, such terms and conditions shall be irrelevant, and the supplier will be requested to conclude the Contract for Services as attached to this Request.

3. Requirements for processing the bid price

Suppliers are required to state **the bid price in EUR excluding VAT** in the **Cover Note** which is the **Annex No. 3** to this Request, in the **Contract for Services** which is the **Annex No. 1** to this Request and in the **Price Table – breakdown** which is the **Annex No. 6** to this Request.

The bid price consists of the sum of the prices of all cost items, which together constitute the Services, and the price for 500 hours of optional consultations.

Suppliers are requested to provide an indicative breakdown of the different cost items included in the total price consistent with **Annex No. 6 - Price Table - breakdown**. The Organisation does not guarantee the exact number of hours listed for individual project team members or the total number of hours listed. The number of hours was determined as an indication with regard to the overall evaluation.

VAT shall be paid in accordance with the applicable legal regulations.

The bid price is the maximum price that cannot be exceeded and shall include all costs incurred by the supplier in connection with the performance hereof.

The bid price must also include costs not explicitly specified but about which the supplier knew or should and could have known considering his professional knowledge, exercising all professional care.

In the event of a discrepancy between the data on the bid price stated in the various parts of the Quotation, the Organisation will rely on the bid price excluding VAT specified in the Contract for Services for the purposes of evaluation and conclusion of the Contract for Services.

4. Evaluation

4.1. Evaluation criteria

Quotations shall be evaluated on the basis of best-value-for-money.

The Organisation evaluates the bid price in EUR excluding VAT. The bid price shall be given in the structure and under the conditions defined in Article 3. hereof.

The Organisation shall evaluate the best-value-for-money solely on the basis of the lowest bid price. The winning Quotation will be the Quotation with the lowest bid price.

Suppliers shall not be authorised to make the Quotation subject to any conditions. Any such conditions or provision of several different values in the Quotation parts that are subject to the evaluation shall constitute a reason to exclude the supplier from the Procurement Procedure.

4.2. Priority of evaluation

Similarly to Article 27(8) of the Rules, the Organisation shall assess compliance of the Quotation with this Request upon finalisation of the evaluation and shall carry out the assessment in relation to the Quotation of the supplier recommended for award only.

5. Quotation processing conditions and requirements

The Organisation accepts Quotations in electronic form only, on the following e-mail address: tenders@eli-laser.eu

Quotations shall be submitted no later than on March 2nd, 2025, at 3:00 PM CET.

Subject-matter of the e-mail with the Quotation shall be marked 'DO NOT OPEN' and the title of the Procurement “**ESG strategy implementation services in ELI ERIC_TP25_041**”

If the subject-matter of the e-mail is properly marked, the Organisation shall not open such e-mail before the end of the period during which the Quotations can be submitted. The Quotation must be prepared in **English**.

If two or more suppliers submit a Quotation jointly (joint Quotation), they shall indicate in the Quotation the person who is authorised to represent these suppliers when communicating with the Organisation during the Procurement Procedure.

The supplier shall submit a Quotation containing the following documents and sections, the following structure is only recommended:

a) **Cover Note**

The Cover Note shall include the following details: Procurement title, basic identification details of the Organisation and the supplier (including persons empowered to be involved in further proceedings and stating an enterprise categorisation in accordance with the Recommendation 2003/361/EC), contact e-mail address of the supplier (for electronic communication with the Organisation during the Procurement Procedure), the bid price, date and signature of the person authorised to act on behalf of the supplier.

The supplier may use **Annex No. 3** hereto.

b) **Contract for Services (Annex No. 1 hereto)** with the highlighted blanks filled in (not needed to be signed)

c) **Technical specification** of the offered performance that will show that it meets the technical specification set out in **Annex No. 2** hereto (in the case of the winning Quotation, this document shall become Annex to the Contract for Services).

d) List of the members of the implementation team along with the description of the relevant experience of individual members (e.g. in the form of CV) for the project under this Procurement.

The purpose is to prove that an experienced team will be working on the project under this Procurement according to the **Criteria for ESG Service Providers (Annex No. 5 hereto)**

e) **price breakdown (Annex No. 6 hereto)**

f) **Affidavit regarding international sanctions**

Suppliers shall provide a solemn declaration (affidavit) that awarding the contract to them does not represent any violation of international sanctions according to Czech Act No. 69/2006 Coll., on Implementation of International Sanctions, as amended.

Detailed information is provided in Article 6.3. hereof. Suppliers may use **Annex No. 4** hereto.

6. Other conditions

6.1. Rights of the Organisation

The Organisation may request an explanation or supplement to any Quotation.

Supplementing the Quotation may not change the bid price or other data relevant to the evaluation.

If the Quotation contains data or information inconsistent with the Request (as it was submitted, or even after explanation/supplementation), the Organisation shall exclude it.

The Organisation may verify the credibility of the data, documents, samples or models provided by the supplier and may also acquire them itself.

6.2. Explanation of the Request

The Organisation shall provide explanation of the Request based on the supplier's written request or on its own will. Requests for explanation must be submitted at least 3 working days prior to the deadline for Quotation submission to the e-mail address David.Pokorny@eli-beams.eu The Organisation shall provide explanations without undue delay. The Organisation is not obliged to provide explanations for requests that were not submitted within the deadline stipulated in the second sentence of this paragraph.

6.3. International sanctions

The Organisation shall not award the contract if such award would represent any violation of international sanctions according to Czech Act No 69/2006 Coll., on Implementation of International Sanctions, as amended. The Act implements mainly international sanctions adopted based on the membership of the Czech Republic in the United Nations organization and in the European Union (especially the EU Regulation No. 833/2014 concerning restrictive measures in view of Russia's actions destabilising the situation in Ukraine, as amended).

Suppliers shall provide a solemn declaration (affidavit) that awarding the Contract for Services to them does not represent any violation of international sanctions according to Czech Act No 69/2006 Coll., on Implementation of International Sanctions, as amended.

Should the provided declaration prove untrue, or should the declaration not be provided by the supplier, the Organisation will exclude the supplier recommended for award based on the evaluation from the Procurement Procedure at any time until the conclusion of the Contract for Services and may exclude any other supplier from the Procurement Procedure for that reason.

Should the international sanctions apply on a subcontractor of a supplier, the Organisation may require the supplier to replace the subcontractor so identified. Should the supplier recommended for award based on the evaluation not replace the subcontractor, the Organisation shall exclude the supplier from the Procurement Procedure at any time until the conclusion of the Contract for Services.

7. Final provisions


The Organisation does not allow variants of Quotation.

The Organisation shall not reimburse the suppliers for the costs incurred in connection with their participation in the Procurement Procedure, even if the Procurement Procedure has been cancelled by the Organisation.

List of Annexes:

1. **Contract for Services**
2. **Technical specifications**
3. **Cover Note**
4. **Affidavit regarding international sanctions**
5. **Criteria for ESG Service Providers**
6. **Price Table - breakdown.**

On behalf of the Organisation:



Allen Weeks, Director General of ELI ERIC

Contract for Services



Contract for services

(hereinafter also referred to as the "**Contract**")

I.

Contracting Parties

The Extreme Light Infrastructure ERIC

with registered office at Za Radnicí 835, 252 41 Dolní Břežany, Czech Republic

represented by Allen Weeks, Director General

ID No.: 10974938

the European Research Infrastructure Consortium established by Commission Implementing Decision (EU) 2021/960 of 30 April 2021

(hereinafter referred to as the "**Client1**")

ELI-HU Non-Profit Ltd.

with registered office at Wolfgang Sandner u. 3, Szeged, H-6728, Hungary

represented by Dr. Gábor Szabó, Managing Director

ID No.: 06-09-015211

EU VAT No: HU22604255

(hereinafter referred to as the "**Client2**")

(Client1 and Client2 are hereinafter jointly referred to as the "**Clients**")

and

with registered office at _____

represented by _____

ID No.: _____

registered at _____

(hereinafter referred to as "**Contractor**")

the Clients and the Contractor are hereinafter referred to collectively as the "**Parties**" or each individually as a "**Party**".

II.

Fundamental provisions

1. Client1 is a European Research Infrastructure Consortium focused on laser research responsible for the integrated management of the ELI Beamlines Facility (Czech Republic) and the ELI ALPS Facility

(Hungary). Client2 is a subsidiary of Client1 in which Client1 has controlling shares and which is responsible for directly operating the ELI ALPS Facility.

2. To ensure successful management and operation of the ELI Beamlines and ELI ALPS Facilities Clients have deemed it necessary to procure services defined in this Contract via collaborative procurement.
3. The Contractor has become the winner of the procurement procedure announced by Client1 in accordance with the Procurement Rules of The Extreme Light Infrastructure ERIC, for the Contract entitled "**Provision of External Services for Phase I & II of ESG Implementation at ELI ERIC**" (hereinafter referred to as the "**Tender**").
4. The Contractor declares that it possesses all the professional prerequisites required by the Clients within the framework of the Tender, which are necessary for the performance of this Contract and that there are no obstacles on its side that would prevent it from providing the services under the Contract.

III.

Subject of the Contract

1. On the basis of this Contract, the Contractor undertakes to provide services consisting in the delivery of outputs related to the Materiality Assessment, GHG Assessment, development of the ESG Policy and Strategy, and the preparation of ESG Management Documentation (hereinafter referred to as "**Services**") for both Clients and both facilities referenced in Section II.1. The scope of Services covers activities under Phase I (Preparatory Phase) and Phase II (Implementation Phase) of the Clients' ESG Implementation Plan. A detailed specification of the Services is set out in Annex 1 of this Contract.
2. The Contractor undertakes to provide the Services to the Clients in the expected scope according to this Contract.
3. This Contract shall take the form of a framework agreement. The Services will be ordered in the form of partial orders according to Annex 1 of this Contract (hereinafter referred to as the "**Order**"). Client2 hereby authorizes Client1 to issue Orders also on Client2's behalf. Parties therefore hereby further acknowledge and declare that Client1 shall have the exclusive and sole right to issue Orders on behalf of Clients which shall be considered to be jointly issued by to Contractor.
4. The Clients shall assign individual work tasks to the Contractor (place Orders) through the person authorized to act for the Contractor in technical matters pursuant to Article X. of this Contract, who is expected to provide the necessary level of coordination of the provision of the Services on the Contractor's side.

IV.

Price for Services

1. The total price for performance under this Contract is EUR **ADD** excluding VAT. It consists of partial prices for the delivery of individual outputs of Services provided (individual Orders), as specified in Annex 1 of this Contract, i.e.
 - a) **Phase I** (Preparatory Phase)
 - Double materiality assessment (REQ-504107/A) EUR **ADD** excl. VAT,
 - GHG Inventory process (REQ-504108/A) EUR **ADD** excl. VAT,

- Report on key ESG areas (REQ-504109/A) EUR **ADD** excl. VAT,
- b) **Phase II** (Implementation Phase)
- ESG Management Framework (REQ-504111/A) EUR **ADD** excl. VAT,
 - Group-wide ESG Policy and Strategy (REQ-504112/A) EUR **ADD** excl. VAT,
 - ESG Management Documentation (REQ-504113/A) EUR **ADD** excl. VAT,
 - ESG performance indicators (REQ-504115/A) EUR **ADD** excl. VAT.
2. The price for the Services provided under an Order will always be determined as remuneration for the fulfillment of the applicable Order, i.e. for the delivery of the relevant output.
 3. The total price for the provision of the Services is set as the maximum allowable and not to be exceeded and includes all costs associated with the provision of the Services. This price is firm and maximum, inclusive of all fees and all other costs associated with the performance of the Services, and include, but are not limited to, travel expenses, postal expenses, telephone costs, etc. The Contractor is not entitled to include any travel time in the time charged.

V.
Payment terms

1. The Contractor shall be entitled to invoice the price for the Services provided under an Order on the basis of an invoice - tax document.
2. The Clients do not provide advances.
3. The consideration due shall be invoiced by Contractor to Client1 and Client2 in the proportion stated on the relevant Order or in the confirmation of performance. In case no such proportion is stated specifically on either of these documents, the total amount of consideration amount will be invoiced to Clients in equal parts (50-50%) .The invoices shall be accompanied by a summary of the provided Services in the performance of the Order, indicating the time scope of performance of the Order and agreed by the persons authorized to act for the Client in technical matters pursuant to Article X. of this Contract.
4. Payment shall be made by transfer of funds to the Contractor's bank account specified in the invoice with a due date of thirty (30) days from the date of delivery to the respective Clients (hereinafter referred to as the "**Due Date**"). Payment of the invoiced amount shall be deemed to be the date on which it is sent to the Contractor's account. Invoices issued by the Contractor under this Contract shall comply with the statutory requirements for a tax invoice.
5. If the Contractor specifies a different Due Date in the invoice, such indication shall be deemed irrelevant and the Due Date set out herein shall apply.
6. The Clients are entitled to request that their respective invoices indicate that the performance was provided for the purposes of a specific grant project, the identity of which is communicated to the Contractor.
7. If the invoice is not issued in accordance with the terms and conditions set out in this Article of the Contract or does not meet the required legal requirements, the Clients are entitled to return it to the Contractor as incomplete or incorrectly issued. In such a case, the Clients shall not be in default of

payment and the Contractor shall issue a corrected invoice with a new corresponding Due Date, which shall commence on the date of delivery of the corrected or new invoice to the respective Client.

8. The Clients require delivery of each invoice to:

In case of Client1: e-billing@eli-laser.eu (ELI Beamlines) and

In case of Client2: penzugy@eli-alps.hu (ELI ALPS).

VI.

Rights and obligations of the Parties

1. The Contractor must act in accordance with applicable laws and regulations and the Clients' internal directives under this Contract, properly defend the interests of the Clients and may not deviate from these instructions without the Clients' prior consent. Such consent provided by Client1 is deemed to have been provided jointly by Clients.
2. The Contractor is obliged to notify the Clients of all circumstances which may have an impact on the change of the their instructions.
3. The Contractor may deviate from the Clients' instructions only if it is to the Clients advantage.
4. The Contractor shall be obliged to attend meetings at Client1's headquarters at the Clients request, where the results of Contractor's performance under this Contract will be evaluated. The Contractor shall send the results to be discussed to the Clients well in advance of the scheduled date of the meeting.
5. The Clients undertake to provide the Contractor with all necessary assistance in connection with the performance under this Contract.
6. The treatment of confidential information, as specified below, provided by the Parties to each other in connection with the performance of this Contract shall be governed by the provisions of Article VIII. of this Contract.
7. Communication made between the Parties (except for communication that fall within the purview of people authorized to act for the Parties in matters pursuant to Article X. of this Contract) shall be in writing and delivered to the other Party by an internationally recognized delivery service (Federal Express, DHL, etc.), in person (with written confirmation of receipt), by registered mail, or may be made by electronic communication with electronic signature to info@eli-beams.eu in the case of Client1 and info@eli-alps.hu and to **ADD** in the case of the Contractor.

VII.

Duration and termination of the Contract

1. This Contract is entered into for a definite term, until the total price for the provision of the Services set forth in Article IV.1. of this Contract is exhausted.
2. The contractual relationship established by the Contract may be further terminated by:
 - a. mutual agreement,
 - b. the termination of either Party,
 - c. withdrawing from the Contract for reasons provided for in the Contract or by law.

3. The Clients have the right to withdraw from this Contract if:
 - a. the Contractor materially breaches the obligations imposed on it by this Contract, or
 - b. insolvency proceedings will be brought against the Contractor's assets.
4. The Client and the Contractor are entitled to unilaterally terminate this Contract, even without giving any reason. The notice period is 3 months and starts on the first day of the month following the delivery of the notice to the other Party.
5. The Clients are limited to exercising their right to termination or withdrawal under this Article VII. of the Contract jointly. For such legal notices pertaining to termination or withdrawal, any such notice sent by Client1 to Contactor in the name of Clients shall be deemed to have been provided jointly by Clients.

VIII.

Protection of confidential information

1. For the purposes of this Contract, confidential information shall mean all information and data provided or in any way made available by either Party or its representatives to the other Party or its representatives, whether in oral, written, graphic, electronic or other form, relating primarily but not exclusively to the intended technical, technological and economic solutions for the implementation of the performance under this Contract, or of the Party making the information available, or in any way related to its activities, in particular information and data concerning any commercial, financial, accounting, technical, legal or other facts that could be considered confidential or secret with respect to the conditions in question ("**Confidential Information**"). The Parties shall use reasonable efforts to designate Confidential Information as confidential in writing without undue delay in order to enhance the other Party's legal certainty, particularly where they consider confidential information that is not normally considered confidential in contractual relations.
2. The Parties agree to maintain full confidentiality and not to disclose or allow any disclosure of Confidential Information to any third party other than their representatives.
3. The Contractor ensures the execution of the Services by its employees or through third parties for the use of which the respective Client has given written consent in advance. Either of the Clients is entitled to request that any such third person enters an NDA with the Clients prior to receiving any confidential data.
4. During the performance of the Contract and after its expiration, the Contractor undertakes to maintain confidentiality regarding all facts that he learns about from the Clients in connection with the performance of the Contract. This duty of confidentiality applies to all employees and associates of the Contractor even after the expiration of this Contract.
5. It shall not be deemed a breach of this Contract if Confidential Information appropriately marked as confidential and trade secrets is disclosed by either Party to the courts or public authorities in accordance with law. However, in such event, the Parties agree to notify the other Party within fifteen (15) days of the date of such disclosure of Confidential Information, stating the reasons for and extent of the disclosure.

IX.

Sanctions

1. In the event that either the Contractor or the Clients breach any of their obligations set out in Article VIII. of this Contract, such they shall be obliged to pay the other Party a contractual penalty of EUR 1 500.00 (in words: one-thousand-five-hundred Euros) for each individual case of such breach. The contractual penalty shall not apply if the breach concerned Confidential Information not so marked in writing and the infringer proves legitimate reasons for not considering the Confidential Information in question to be confidential. In case either Client1 or Client2 breaches such obligations as defined herein, they will be responsible for payment of the contractual penalty of EUR 1 500.00 per breach on behalf of the Clients under a joint and several liability.
2. Contractual penalties under this Contract shall be payable within fifteen (15) days of the delivery of a written demand by the Party entitled to demand payment of the contractual penalty to the other Party and shall be paid by wire transfer to the bank account of the entitled Party specified in the demand.
3. The accrual, settlement or payment of the contractual penalty shall be without prejudice to the right to reimbursement of damages incurred in excess of the contractual penalty. The Parties exclude the application of Section 2050 of Czech Act No. 89/2012 Coll., Civil Code, as amended (hereinafter referred to as the "**Civil Code**").

X.

Representatives, notification

1. For the purposes of the performance of this Contract, the persons authorized to negotiate with the Contractor on behalf of the Clients are
 - a. in technical matters (incl. confirmation of the summaries of the Services provided in the performance of Orders under this Contract):

Client1: Patrícia Bugáňová, e-mail: patricia.buganova@eli-beams.eu, tel.: (+420) +420 724 174 951 (ELI Beamlines)

Client2: Jaloveczki László, e-mail: laszlo.jaloveczki@eli-alps.hu, tel.: (+36) 62 550 190 (ELI ALPS)
 - b. in contractual matters (who must be informed of all matters that may result in a change to the Contract - for example, a change in technical requirements, deadlines or price - only this person may, in the event of imminent risk of default, give his consent to the above changes before signing the relevant Contract / Order amendment):

Václav Mráz, e-mail: Vaclav.Mraz@eli-beams.eu , tel.: (+420) 601 560 318

Henrik Gyurkovics dr., e-mail: henrik.gyurkovics@eli-alps.hu, tel.: (+36) 70 657 1830
2. For the purposes of the performance of this Contract, the person authorized to negotiate with the Clients on behalf of the Contractor in technical matters is:

ADD, email: **ADD**, tel.: **ADD**

XI.

Other arrangements

1. If any provision of this Contract is later found or determined to be invalid, ineffective, illusory or unenforceable, then such invalidity, ineffectiveness, illusiveness or unenforceability shall not render the Contract invalid, ineffective, illusory or unenforceable as a whole. In such case, the Parties

undertake to clarify such defective provision without undue delay in the future within the meaning of Section 553(2) of the Civil Code or to replace it by mutual agreement with a new provision which most closely, to the extent permitted by the laws of the Czech Republic, corresponds to the intention of the Parties at the time of the conclusion of this Contract.

2. This Contract may be supplemented or amended only by written, numbered, time and place stamped amendments signed by authorized representatives of the Parties. The Parties expressly exclude, within the meaning of Section 564 of the Civil Code, the possibility of making amendments to the Contract in any other form.
3. During the term of this Contract, the Contractor is obliged to be insured for liability for damages caused in connection with its subject of activity under this Contract (Professional Liability Insurance for Damage Caused to a Third Party), or to take out other insurance policies that are mandatory by law or that are customary in the Czech Republic with respect to the provided Services under this Contract, with a reputable insurance company that operates in the Czech Republic, with an insurance limit of coverage at least EUR 1 000 000.00 to cover professional liability claims and with a maximum deductible of EUR 2 000.00. The Contractor shall, within three (3) days of receipt of the Client's request, submit an up-to-date document pursuant to the first sentence of this paragraph, proving the validity of the liability insurance for damages caused in connection with its activities under this Contract, including proof of payment of the insurance for the relevant period; failure to submit such document shall be deemed a material breach of this Contract and the Clients shall be entitled to withdraw from the Contract in such case.
4. The Parties agree that the Contractor is not entitled to set off its claim, or that of its sub-debtor, against Client's claim against the Contractor. The Contractor shall not be entitled to assign any claim arising under or in connection with this Contract to a third party. The Contractor shall not be entitled to assign its rights and obligations under this Contract or any part thereof to a third party.
5. The Parties agree that any disputes arising out of this Agreement shall be resolved preferably amicably. If no amicable settlement can be reached, disputes shall be resolved in a court in the Czech Republic locally competent according to the Client's registered office. The following annexes form an integral part of the Contract:
Annex 1: Detailed Specification of Services
6. This Contract shall come into force and effect on the date of signature by the authorized representatives of both Parties
7. The Parties hereby declare that they have read the Contract and that they enter into it according to their true and free will, definitely, seriously and intelligibly, and in proof thereof they affix their signatures below.

For the Clients:

Client1:

The Extreme Light Infrastructure ERIC

Allen Weeks, Director General

For the Contractor:

Client2:

ELI-HU Non-Profit Ltd.

Dr. Gábor Szabó Dr, Managing Director

Annex 1: Detailed Specification of Services

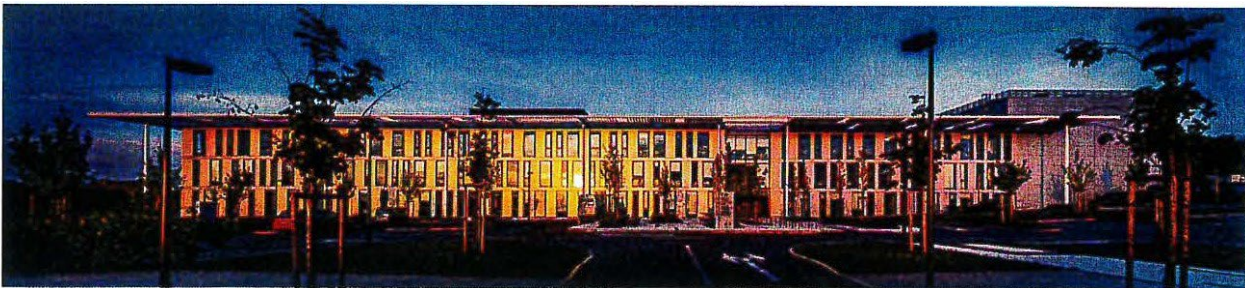
Note: Annex 2 of the Request for Quotation (Technical Specification - RSD) will be inserted before signing the Contract with the selected bidder.

Technical specifications

Document classification	<i>PU - Public</i>	1D / Revision	<i>50410715/C</i>
Document Statute	<i>Document Released</i>	Document number	<i>N/A</i>
OBS code	<i>99</i>		
Tendercode	<i>TP25_041</i>		
Branch	<i>Engineering & Scientific documents (E&S)</i>		
Document type	<i>Specification (SP)</i>		

RSD service category

Provision of External Services for Phase I & II of ESG Implementation at ELI ERIC

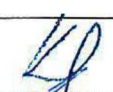
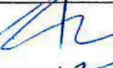
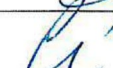


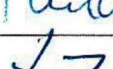




Keywords

ESG assessment, development and implementation

	Job position	Name , Surname
Responsible person	Head of Department of Building Infrastructure and IT	Roman Kuřátko
Prepared by	Project Manager	Patricia Bugáňová

RSS TC ID/revision	RSS - Date of Creation	RSS - Date of Last Modification	System Engineer
25041.001	23.07.2025	23.07.2025	Aleksei Kuzmenko
25041.002	30.07.2025	30.07.2025	Aleksei Kuzmenko
25041.002	18.08.2025	18.08.2025	Aleksei Kuzmenko

<i>Reviewed By</i>			
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László Jaloveczki	EU ALPS - Operations Director	02.09.25	
Lenka Černá	HR Manager	10.09.25	
Michal Egrt	Quality and Planning Group Leader	20.08.25	
Radek Toman	Legal Group leader	20.09.25	
Roman Kuřátko	Head of Department of Building Infrastructure and IT	21.09.25	
Veronika Olšovcová	Group Leader of Safety	20.09.25	

<i>Approved By</i>			
Name (Approver)	Position	Date	Signature
Roman Kuřátko	Head of Department of Building Infrastructure and IT	21.09.25	

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1	P. Bugáňová	07.07.2025	Creating the first version of a document	A
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1. Introduction

1.1. Purpose

This document (hereinafter referred to as RSD; Requirements Specification Document) defines the requirements for the procurement of external advisory services in support of the implementation of ESG principles within EU ERIC, as outlined in the EU ERIC ESG Implementation Plan reference document (see RD-01 in section 1.4). The scope of services covers activities under Phase I (Preparatory Phase) and Phase II (Implementation Phase) of the ESG Implementation Plan.

1.2. Subject

The subject matter of the contract is the provision of professional services by a selected Contractor for the direct execution and delivery of key activities defined under the ESG Implementation Plan of EU ERIC for Phase I and Phase II (hereinafter referred to as **"Services"**). Specifically, the Contractor will be responsible for delivering outputs related to the Materiality Assessment, GHG Assessment, development of the ESG Policy and Strategy, and the preparation of ESG Management Documentation for both ELI ERIC's entities - ELI Beamlines (Czech Republic) and ELI ALPS (Hungary).

The Services will be carried out in active collaboration with internal teams from both ELI Beamlines and ELI ALPS facilities, with the Department of Building Infrastructure & IT at ELI Beamlines acting as the overall ESG Coordinator. The contract will take the form of a framework agreement, under which individual work packages will be commissioned through partial service orders.

1.3. Terms, Definitions and Abbreviations

For the purpose of this document, the following abbreviated terms are applied:

Abbreviation	Meaning
CA	Contracting Authority (ELI ERIC)
CSDDD	Corporate Sustainability Due Diligence Directive
CSRD	Corporate Sustainability Reporting Directive
ELI	Extreme Light Infrastructure
ERIC	European Research Infrastructure Consortium
ESG	Environmental, Social and Governance
ESRS	European Sustainability Reporting Standards
GHG	Greenhouse Gas(es)
NCR	Nonconformity Report
RD	Reference Document
RSD	Requirement Specification Document

1.4. Reference Documents

Reference Document	Title of Document/ File
RD-01	RD-01_Strategic_Plan_ESG_Implementation_at_ELI_ERIC.pdf
RD-02	RD-02_ESG_financial_data_ELI_ERIC_CZ_HU_entity.pdf
RD-03	RD-03_ELI_ERIC_RACI_matrix.pdf

Reference documents establish the general framework for ensuring compliance with the contract conditions and the objectives of this RSD. They serve as the basis for managing, coordinating, and evaluating the implementation of the required Services.

The document included in RD-01 represents the official *Strategie Plan for ESG Implementation and Integration at EU ERIC*, which defines the methodology, timeline, and key deliverables across all ESG implementation phases. It is the foundational document governing the scope and structure of

all activities covered by this RSD. The methodology, timeline, and key deliverables are defined in the strategic assumptions. The final roadmap, including milestone dates, will be adjusted accordingly based on the actual project start date and contract execution schedule.

The document included in RD-02 contains *financial and operational data* from both ELI Beamlines (CZ) and ELI ALPS (HU) facilities. These data serve as an essential input for assessing the scale, complexity, and proportionality of the ESG implementation tasks to be executed under this RSD across both entities.

2. Requirements for the implementation of the Services

2.1. General requirements

REQ-504101/A

The Contractor shall deliver GHG assessment outputs that are fully certifiable in accordance with the ISO 14064-1 standard. All deliverables from the Services shall be audit-ready, methodologically compliant, and documented in a manner that enables independent third-party verification without the need for substantial revision or clarification.

REQ-504102/A

The Contractor shall actively engage in interactive sessions to support co-development, structured knowledge transfer, and alignment with institutional needs and compliance obligations.

NOTE: Participation in joint workshops, stakeholder interviews, and ESG data validation sessions with internal teams from EU Beamlines and EU ALPS is required as an integral part of the service delivery process (for more details, see RD-03).

REQ-504103/A

All deliverables, reports, and materials developed under the Services shall become the exclusive property of the CA. The Contractor shall retain no rights to the deliverables and may not reuse or disclose any part of the content to third parties without the prior written consent of the CA.

NOTE: The CA reserves the unrestricted right to use, reproduce, modify, distribute, or publish all outputs, including for internal communication, stakeholder engagement, regulatory reporting, and public dissemination.

2.2. Scope of provided Services

REQ-504104/A

The scope of the provided Services by the Contract or shall cover the delivery of advisory, analytical, and documentation support related to Phase I (Preparatory Phase) and Phase II (Implementation Phase) of the ESG Implementation Strategie Plan at ELI ERIC (see RD-01), including participation in stakeholder consultations and coordination meetings across both ELI facilities (see RD-03).

NOTE 1: The actual documentation and information relevant to fulfilling this requirement will be provided by the CA to the extent requested by the Contractor.

NOTE 2: The provision of expert clarifications and methodological supports within the scope of the provided Services is ensured by the Contractor upon the CA's request.

REQ-504105/A

All work of the Contractor shall be conducted in active collaboration with ELI Beamlines (as ESG Coordinator) and ELI ALPS, with ELI ERIC providing relevant inputs, institutional data, and strategic context as needed (for more details, see RD-03).

REQ-504125/A

The Contractor shall propose an expected milestone-based delivery timeline based on the actual contract start date, maintaining alignment with the relative durations indicated in the RD-01.

REQ-504106/A

The Contractor shall ensure the professional execution and timely delivery of all outputs outlined in the RSD herein, guaranteeing that all deliverables meet the required professional, methodological and quality standards and are aligned with CSRD, ISO 14064-1, and EcoVadis expectations.

2.2.1. Preparatory phase (Phase I)

REQ-504107/A

In collaboration with internal teams at ELI Beamlines and EU ALPS (see RD-03), the Contractor shall develop and execute a comprehensive **Double materiality assessment**, fully aligned with CSRD and ESRS standards. The appropriate **Materiality Assessment Report** shall be submitted to the CA for review.

REQ -504108/A

The Contractor shall develop the **GHG Inventory process** for both ELI Beam lines and ELI ALPS facilities (baseline year: 2024), including the design of a unified calculation methodology in full compliance with ISO 14064-1. This development shall cover the definition of system boundaries, selection of emission factors, structuring of CA's collected data and conduct GHG assessment (including calculation of GHG emissions across all Scope 1, 2, and 3 emission categories, ensuring consistency and auditability in line with future ISO 14064-3 verification requirements. The appropriate **GHG Inventory Report** (Scopes 1-3), **GHG Calculation Methodology** File (including data model and audit trail) and other relevant **Audit-readiness Supporting Documentation** shall be submitted to the CA for review.

REQ-504109/A

The Contractor shall identify and report on **key ESG areas**, based on the outcomes of the materiality and GHG assessments, to propose strategic prioritisation in Phase II. The **key ESG Areas Identification Report** shall be submitted to the CA for review.

REQ-504110/A

The Contractor shall prepare all necessary deliverables from Phase I in a format that enables successful passing of an external audit and third-party certification in CSRD, ISO 14064 -1, and EcoVadis. The Contractor shall also ensure full traceability and transparency of data structures.

331. Implementation Phase (Phase II)

REQ-504111/A

The Contractor shall develop and implement the **ESG Management Framework**, including the definition of governance structures, accountability mechanisms, and ESG-related operational processes across both facilities

REQ-504112/A

Development of the **Group-wide ESG Policy** and **Strategy** for the ELI ERIC shall be conducted by the Contractor in alignment with the identified **ESG priorities and risk areas**, and in coordination with internal teams from both ELI Beamlines and ELI ALPS facilities.

REQ-504113/A

The Contractor shall prepare and submit the **ESG Management Documentation**, based on the key topics determined as material during fulfilment of Phase I. This shall include either the development of new documentation or the revision and, if necessary, improvement of existing materials, depending on the current state of the CA internal documentation.

NOTE: The CA's internal documentation relevant to this requirement will be provided to the Contractor.

REQ-504114/A

The **ESG Management Documentation** submitted by the Contractor shall cover and support at least the following areas:

- Climate and Carbon Management;
- Energy and Resource Efficiency;
- Water and Waste Management;
- Workplace Standards and Employee Rights;
- Diversity and Inclusion;
- Ethical Governance and Anti-Corruption;
- Data Protection and Cybersecurity;
- Sustainable Procurement and Supply Chain Management.

REQ-504115/A

The Contractor shall develop **ESG performance indicators** and design a coherent monitoring, reporting, and internal review structure to ensure institutional visibility and compliance tracking. These ESG performance indicators shall be incorporated into the ESG Management Documentation.

3. Quality requirements of the delivered Services

3.1. General quality requirements

REQ-504116/A

Ali ESG-related outputs shall be fully aligned with the CSRD and shall follow the EcoVadis rating, including the principles of double materiality, stakeholder relevance, and auditability according to ISO 14064-3.

NOTE: While Phase III (Certification) is outside the scope of this contract, the Contractor ensures that documentation and processes developed under Phase I and II facilitate future compliance and certification processes (e.g., CSRD, ISO 14064-1, and EcoVadis).

REQ-504117/A

The scope and content of the documentation (see section 2) shall be agreed with the CA' stakeholders in advance {for more details, see RD-03}.

REQ-504118/A

For monitoring and controlling the progress of the Service, the Contractor shall deliver a Service Execution Plan to the CA after receiving each partial order. The Service Execution Plan shall include timelines, resources (including a list of personnel responsible for service work, coordination and quality control), deliverable list, and documentation formats.

REQ-504119/A

Ali documentation shall be prepared in English, using terminology in compliance with EU legislation, ISO standards and institutional reporting best practices (see REQ-504120/A).

NOTE: The CA reserves the right to request reasonable modifications, additions, or clarifications, if necessary for institutional or compliance purposes.

REQ-504120/A

The Contractor shall provide a Declaration of Conformity of the Services with all requirements specified in this RSD and with the following legislation:

- Regulation {EU} No. 2016/679, on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, as amended;
- Directive {EU} No. 2022/2464, on corporate sustainability reporting {CSRD}, as amended;
- Directive {EU} No. 2024/1760, on corporate sustainability due diligence {CSDDD}, as amended;
- Directive (EU) No. 2016/1148 and Regulation (EU) No. 2019/881, as amended (acts on Cybersecurity);
- other relevant EU/EC regulations and ISO standards if applicable or required by the relevant regulations.

NOTE: The CA reserves the right to verify, if necessary, the Contractor's methods and processes within the scope of the provided Services for compliance with the laws above.

REQ-504126/A

The Contractor shall ensure secure handling of sensitive institutional, environmental, and employee data received from the CA in accordance with the GDPR and ELI ERIC's internal data protection policies.

REQ-504121/A

Ali Contractor's documentation shall be submitted in an editable digital format (e.g., DOCX, XLSX) and structured in a way that enables internal use, audit, publication, or reuse by the ELI ERIC.

REQ-504122/A

Each deliverable shall be accompanied by a brief summary or explanatory note to ensure clarity and transferability of the content.

3.2. Nonconformity Control System

REQ-504123/A

The Contractor shall have an established non-conformance control process compatible with ISO 9001. The basic application shall contain defining and identifying the nonconformities and their root causes, and defining and managing the corrective actions.

NOTE 1: This requirement doesn't require any kind of certification, but the Contractor is expected to demonstrate quality control capabilities appropriate to the complexity of the ESG advisory service. The details of the process should be consulted with the CA if in doubt or necessary.

NOTE 2: If deliverables do not meet the specified requirements, an NCR can be issued by the CA or by the Contractor, triggering the corrective process.

3.3. Handing Over and Acceptance

Acceptance of each partial service will be carried out by the CA. The basis for acceptance will be the documentation provided by the Contractor and approved by the CA (see section 2).

REQ-504124/A

The CA signs the handover (acceptance) protocol if the provided Services match the following deliverables:

- 1) Full delivery of the outputs as agreed in the partial service order and the Service Execution Plan (see REQ-504118/A);
- 2) The documentation requested in sections 2.2 and 3.1 has been reviewed and approved by all the CA's stakeholders (see RD-03);
- 3) Resolution of identified nonconformities.

NOTE 1: Minor imperfections may be accepted by the CA with appropriate record in the handover (acceptance) protocol if they do not limit the usability of the deliverables.

NOTE 2: In the event of rejection, the Contractor shall address the deficiencies and resubmit the deliverables for acceptance.

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Document branch	<i>Management</i>	Document Status	<i>Released</i>
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Document type	<i>Regulation</i>		

Strategy Plan
ESG Implementation and Integration at ELI ERIC

	Position	Name	Date	Signature
Prepared by	Project Manager	Patrícia Bugáňová	05.02.2025	
Agreed by	Director for Infrastructure	Roman Kuřátko		
Quality Assurance	Senior Expert in Process Management	Viktor Fedosov		
Approved ELI BL	ELI Beamlines Facility Director	Roman Hvězda		

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5				

Reviewed By

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Legal Group leader	Radek Toman		
Director of Research and Operations	Daniele Margarone		
Group Leader of Safety	Veronika Olšovcová		
Head of Department of Administration	Daniela Kamarádová		
Director for Infrastructure	Roman Kuřátko		
HR Manager	Lenka Černá		
PR Manager	Michael Vích		
Senior Expert in Process Management	Viktor Fedosov		

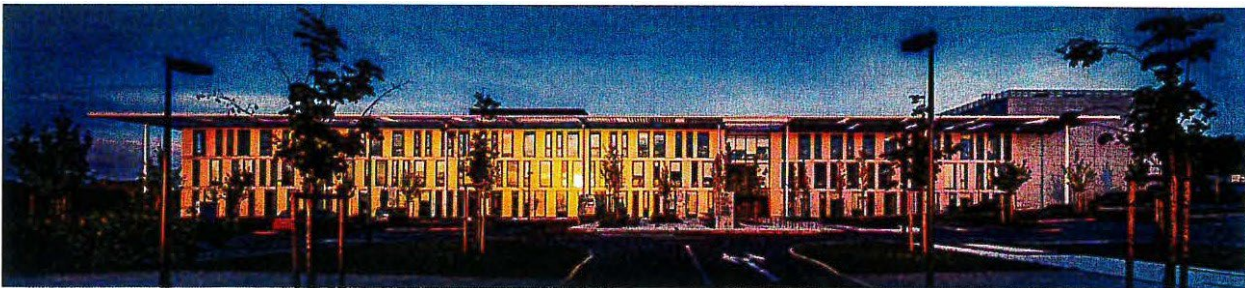
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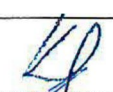
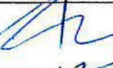
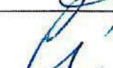


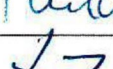




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Prepared by	Project Manager	Patricia Bugáňová

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Name (Approver)	Position	Date	Signature
Roman Kuřátko	Head of Department of Building Infrastructure and IT	21.09.25	

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- Data Protection and Cybersecurity;
- Sustainable Procurement and Supply Chain Management.

REQ-504115/A

The Contractor shall develop **ESG performance indicators** and design a coherent monitoring, reporting, and internal review structure to ensure institutional visibility and compliance tracking. These ESG performance indicators shall be incorporated into the ESG Management Documentation.

3. Quality requirements of the delivered Services

3.1. General quality requirements

REQ-504116/A

Ali ESG-related outputs shall be fully aligned with the CSRD and shall follow the EcoVadis rating, including the principles of double materiality, stakeholder relevance, and auditability according to ISO 14064-3.

NOTE: While Phase III (Certification) is outside the scope of this contract, the Contractor ensures that documentation and processes developed under Phase I and II facilitate future compliance and certification processes (e.g., CSRD, ISO 14064-1, and EcoVadis).

REQ-504117/A

The scope and content of the documentation (see section 2) shall be agreed with the CA's stakeholders in advance (for more details, see RD-03).

REQ-504118/A

For monitoring and controlling the progress of the Service, the Contractor shall deliver a Service Execution Plan to the CA after receiving each partial order. The Service Execution Plan shall include timelines, resources (including a list of personnel responsible for service work, coordination and quality control), deliverable list, and documentation formats.

REQ-504119/A

Ali documentation shall be prepared in English, using terminology in compliance with EU legislation, ISO standards and institutional reporting best practices (see REQ-504120/A).

NOTE: The CA reserves the right to request reasonable modifications, additions, or clarifications, if necessary for institutional or compliance purposes.

REQ-504120/A

The Contractor shall provide a Declaration of Conformity of the Services with all requirements specified in this RSD and with the following legislation:

- Regulation (EU) No. 2016/679, on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, as amended;
- Directive (EU) No. 2022/2464, on corporate sustainability reporting (CSRD), as amended;
- Directive (EU) No. 2024/1760, on corporate sustainability due diligence (CSDDD), as amended;
- Directive (EU) No. 2016/1148 and Regulation (EU) No. 2019/881, as amended (acts on Cybersecurity);
- other relevant EU/EC regulations and ISO standards if applicable or required by the relevant regulations.

NOTE: The CA reserves the right to verify, if necessary, the Contractor's methods and processes within the scope of the provided Services for compliance with the laws above.

REQ-504126/A

The Contractor shall ensure secure handling of sensitive institutional, environmental, and employee data received from the CA in accordance with the GDPR and ELI ERIC's internal data protection policies.

REQ-504121/A

Ali Contractor's documentation shall be submitted in an editable digital format (e.g., DOCX, XLSX) and structured in a way that enables internal use, audit, publication, or reuse by the ELI ERIC.

REQ-504122/A

Each deliverable shall be accompanied by a brief summary or explanatory note to ensure clarity and transferability of the content.

3.2. Nonconformity Control System

REQ-504123/A

The Contractor shall have an established non-conformance control process compatible with ISO 9001. The basic application shall contain defining and identifying the nonconformities and their root causes, and defining and managing the corrective actions.

NOTE 1: This requirement doesn't require any kind of certification, but the contractor is expected to demonstrate quality control capabilities appropriate to the complexity of the ESG advisory service. The details of the process should be consulted with the CA if in doubt or necessary.

NOTE 2: If deliverables do not meet the specified requirements, an NCR can be issued by the CA or by the Contractor, triggering the corrective process.

3.3. Handing Over and Acceptance

Acceptance of each partial service will be carried out by the CA. The basis for acceptance will be the documentation provided by the Contractor and approved by the CA (see section 2).

REQ-504124/A

The CA signs the handover (acceptance) protocol if the provided Services match the following deliverables:

- 1) Full delivery of the outputs as agreed in the partial service order and the Service Execution Plan (see REQ-504118/A);
- 2) The documentation requested in sections 2.2 and 3.1 has been reviewed and approved by all the CA's stakeholders (see RD-03);
- 3) Resolution of identified nonconformities.

NOTE 1: Minor imperfections may be accepted by the CA with appropriate record in the handover (acceptance) protocol if they do not limit the usability of the deliverables.

NOTE 2: In the event of rejection, the Contractor should address the deficiencies and resubmit the deliverables for acceptance.

ELI ERIC ID	<i>n/a</i>	ELI BL ID / Rev.	99000078/A
Document branch	<i>Management</i>	Document Status	<i>Released</i>
Level	<i>Strategical</i>	Valid from	
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Strategy Plan
ESG Implementation and Integration at ELI ERIC

	Position	Name	Date	Signature
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Revision History / Change Log

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1	P. Bugáňová	05.02.2025	Prepared draft version of the document for internal review	A
2	P. Bugáňová	06.11.2025	Prepared updated version due to the EU legislation changes	
3				
4				
5				

Reviewed By

<i>Position</i>	<i>Name (Reviewer)</i>	<i>Date</i>	<i>Signature</i>
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1. Preamble

This document outlines the Strategic Plan for ESG Implementation and Integration at ELI ERIC, providing a structured framework for embedding environmental, social, and governance (ESG) principles into our operations. It defines the legislative landscape, ELI ERIC's current positioning, and the strategic rationale for ESG adoption, along with a clear roadmap for implementation.

The Plan underscores the importance of a cohesive ESG strategy, ensuring long-term sustainability, regulatory alignment, and operational efficiency while reinforcing ELI ERIC's role as a responsible and forward-looking research infrastructure. It establishes a structured governance framework, setting the foundation for effective ESG integration across all relevant areas of the organization.

2. Introduction

The growing emphasis on sustainability and ESG compliance is driven by global frameworks such as the UN Sustainable Development Goals (SDGs), the Net Zero agenda, and expanding EU regulations. One of the most significant regulatory developments, the Corporate Sustainability Reporting Directive (CSRD), introduces comprehensive ESG disclosure requirements, making transparency and accountability central to organizational governance.

While ELI ERIC (from a Group perspective) is not currently subject to mandatory CSRD reporting, we recognize the strategic importance of ESG integration. This plan details the key regulatory aspects, strategic priorities, and a structured ESG adoption process, including specific milestones and collaborative responsibilities between the Czech and Hungarian entities. It ensures that ESG considerations are systematically embedded into operations, supporting long-term sustainability and institutional preparedness.

3. Glossary of Abbreviations and Terms

The following abbreviations and terms are applied herein:

Abbreviation	Term
CSDDD	Corporate Sustainability Due Diligence Directive
CSRD	Corporate Sustainability Reporting Directive
ESG	Environmental, Social and Governance
GHG	Greenhouse Gases
LCA	Life Cycle Assessment
SDG	Sustainable Development Goals
SME	Small and Medium-sized Enterprises

4. Related and Applicable Documents

- [1]. Act No. 2022/2464 Coll., on corporate sustainability reporting
- [2]. Act No. 2024/1760 Coll., on corporate sustainability due diligence
- [3]. EN ISO 14064 standards – Greenhouse gases (1-5 parts)
- [4]. ELI ERIC Environment, Health, and Safety Policy
- [5]. HORIZON-INFRA-2023-TECH-01, FlexRICAN project

5. Legislation background

The Corporate Sustainability Reporting Directive (CSRD) establishes the primary legislative framework governing ESG reporting across the European Union. It introduces a standardized and mandatory approach to corporate sustainability disclosure, enhancing transparency, accountability, and comparability in environmental, social, and governance (ESG) matters [1]. The CSRD applies to large companies and public small and medium-sized enterprises (SMEs), requiring them to disclose the impact of their operations on ESG factors through structured reporting.

Following the transposition of CSRD into Czech national legislation via the Czech Accounting Act, ELI ERIC does not fall within the scope of mandatory reporting, as defined in Section 32f, Paragraph 1 of the Act. Consequently, ELI ERIC is not subject to CSRD reporting obligations under the current regulatory framework.

While ELI ALPS (ELI-HU Non-Profit Ltd.) likewise does not currently fall within the legislative scope of the CSRD, both ELI Beamlines and ELI ALPS have jointly committed to voluntarily adopting the underlying principles of the Directive without subjecting to the legal obligations therein. These principles are reflected in the key ESG Implementation activities defined in the Strategy Plan, such as the materiality and GHG assessments, the GHG assessment certification, and the preparation of the ESG Policy, ESG Strategy, and related management documentation. This approach ensures alignment with the broader European sustainability objectives and reinforces transparency and accountability across both entities. The CSRD framework will therefore be applied as an internal governance and management standard - integrating its key concepts and methodologies into strategic and operational practices - without the obligation to issue a formal report under either the CSRD or other related EU sustainability legislation.

6. ELI ERIC Approach

Although ELI ERIC is not legally required to implement ESG policies, the management of ELI ERIC recognizes the strategic importance of integrating ESG principles into our long-term operations. Our commitment extends beyond regulatory compliance, positioning ESG as a continuous, evolving framework that requires proactive engagement, systematic development, and ongoing refinement.

Integrating ESG into our strategy delivers tangible benefits across multiple dimensions:

- Reputation & Employer Branding – Enhancing ELI ERIC’s position as a leading research institution, strengthening our visibility through strategic communication, PR, and employer branding efforts.
- Operational & Financial Efficiency – Reducing costs through energy optimization, sustainable resource management, and improved retention rates.
- Access to EU Funding & Grants – Aligning with sustainability-driven funding opportunities, such as EU Horizon INFRA4TECH opportunities, increasing access to financial support [5].
- Green Financing & Sustainability-Linked Funding – Strengthening ELI ERIC’s eligibility for green financing, sustainability-linked loans, and ESG-focused investments.
- Regulatory & Compliance Readiness – Ensuring compliance with evolving ESG and GHG reporting requirements, particularly in public procurement and institutional partnerships.

By proactively engaging with ESG, ELI ERIC is not only enhancing its environmental and social responsibility but also reinforcing its resilience and competitiveness in an evolving research and innovation landscape.

The ESG at ELI ERIC is not a one-time initiative but a long-term commitment to continuous improvement, ensuring that sustainability remains an integral component of our organizational strategy. Furthermore, ELI ERIC will remain prepared for potential future ESG reporting obligations, should regulatory requirements evolve. To formalize this commitment, the ELI ERIC ESG Implementation Roadmap has been developed, aligning ESG initiatives with CSRD principles and establishing measurable benchmarks. The successful execution of this plan will be validated through ESG certification, confirming compliance and effective integration of ESG practices.

7. ESG executive summary

The ESG Implementation Roadmap (Annex I) provides a structured, phased approach to integrating ESG principles within ELI ERIC in line with CSRD Principles. The roadmap spans a multi-year timeline from 2025 to 2029, ensuring a methodical, compliance-driven, and impact-oriented implementation process.

7.1. Phase I – Preparatory Phase (2/2025 – 6/2026)

The Preparatory Phase focuses on conducting foundational assessments and establishing baseline ESG metrics. Key activities include:

- I. Materiality Assessment**
- II. GHG Assessment (Scope 1-3, 2024 Baseline, in compliance with ISO 14 064-01 standards)**
- III. GHG Assessment Certification**
- IV. Identification of key ESG Areas of ELI ERIC**
- V. Internal ESG Audit**

I. Materiality Assessment

The Materiality Assessment is a fundamental component of CSRD compliance, designed to systematically identify and prioritize ESG topics most relevant to ELI ERIC's operations, strategic direction, and key stakeholders. Aligned with the double materiality principle, the assessment examines both Financial Materiality (how ESG factors influence ELI ERIC's financial performance and funding stability) and Impact Materiality (how ELI ERIC's activities affect the environment and society).

This assessment will be conducted internally by ELI Beamlines – Department of Building Infrastructure & IT, in collaboration with ELI ALPS, ensuring that the evaluation takes place at the ELI ERIC level. This approach is critical for maintaining consistency between ELI Beamlines and ELI ALPS, fostering a unified ESG strategy.

Ensuring alignment across facilities is essential to producing accurate, comparable, and representative results for the entire ELI ERIC ecosystem [4]. The Materiality Assessment serves as the foundation for all subsequent ESG implementation phases, providing a comprehensive and high-level analysis of material ESG topics to define the full scope of implementation effectively.

The deliverable will be a comprehensive Materiality Assessment Report, encompassing identified material topics and supporting sub-reports that detail key findings from each sub-phase.

II. GHG Assessment

The Greenhouse Gas (GHG) Assessment quantifies the carbon footprint of ELI ERIC, encompassing all activities across the entire value chain. It represents a critical component of the Preparatory Phase of ELI ERIC's ESG Implementation. The assessment will be conducted in compliance with ISO 14064-1 standard [3], covering Scope 1, 2, and 3 emissions for the year 2024. It will serve as the foundation for future annual carbon footprint assessments. This assessment measures direct (Scope 1), indirect (Scope 2), and value chain-related (Scope 3) greenhouse gas emissions, establishing a baseline for emissions tracking, reduction strategies, and regulatory compliance.

This Phase will be coordinated at the ELI ERIC level by the Department of Building Infrastructure & IT, ELI Beamlines Facility, in collaboration with ELI ALPS Facility and with the cooperation of an external ESG consulting firm.

The GHG Assessment must be conducted at a Group level, applying a consistent methodology across both the ELI Beamlines and ELI ALPS facilities to ensure a comprehensive and comparable emissions inventory. As ISO 14064-1 does not prescribe a uniform methodology for conducting the calculation, a unified approach is

essential to properly define system boundaries, determine the scope of calculations, and ensure consistency in emissions reporting across all facilities. This includes using standardized data sources, aligning system boundaries to accurately categorize all relevant emissions, and engaging the same external provider to perform the assessment at the ELI ERIC level. The calculations must be conducted using identical tools, datasets, and methodologies across both infrastructures to maintain uniformity and comparability.

The assessment will result in a standardized report aligned with the GHG Protocol and compliant with ISO 14064-1, covering both facilities.

To ensure consistent and reliable information on the carbon footprint status and progress across the facilities in the coming years, the GHG Assessment shall be conducted annually, with 2024 serving as the baseline year. All subsequent assessments will be carried out within the same scope and in accordance with the methodology established for the 2024 calculation.

III. GHG Assessment Certification

The GHG Assessment Certification serves as an independent verification and formal validation, ensuring that the 2024 GHG assessment baseline has been conducted in accordance with established methodological standards. This certification guarantees the accuracy, consistency, and reliability of data collection, analysis, and calculations, reinforcing adherence to best practices for emissions reporting. By providing an objective review, it enables credible and comparable emissions calculations for subsequent years.

The verification process will be conducted by an independent third-party certification body in compliance with EN ISO 14064-3 standards. This ensures that the assessment aligns with internationally recognized principles of greenhouse gas quantification and reporting.

The Department of Building Infrastructure & IT, ELI Beamlines Facility, will lead the coordination of this certification process, overseeing its execution on behalf of both the Czech and Hungarian entities within ELI ERIC.

Deliverable: A Certification Report for the 2024 GHG assessment, issued by an independent third-party certification body.

IV. Identification of key ESG Areas of ELI ERIC

Building upon previous activities, including the Materiality Assessment and GHG Assessment, the key ESG focus areas for ELI ERIC will be identified and presented for a comprehensive discussion among relevant stakeholders.

The outcome of this process will be the Report on Key ESG Areas of ELI ERIC, which will outline the ESG priorities to be addressed during the Implementation phase.

The Department of Building Infrastructure & IT, ELI Beamlines Facility, will oversee the management of this activity and be responsible for delivering the final report.

V. ESG Internal Audit

The final activity of the Initial Phase of GHG Implementation is the Internal ESG Audit, designed to comprehensively assess the current state of ESG-related policies, processes, measures, and initiatives across all pillars, topics, and subtopics. The audit will provide a structured overview of all existing ESG elements within ELI ERIC, ensuring a clear understanding of the actions, commitments, and mechanisms currently in place.

This internal audit will establish a foundation for further ESG development, serving as a reference point for defining future strategies, policies, and initiatives, which will be addressed in Phase II – Implementation. It will enable structured progress tracking and facilitate a systematic approach to ESG integration across the organization. Additionally, the audit will play a critical role in identifying gaps and areas for improvement.

The Department of Building Infrastructure & IT, ELI Beamlines Facility, will be responsible for conducting the audit and coordinating efforts between ELI Beamlines and ELI ALPS Facilities. To ensure reliable, comparable, and actionable insights, a consistent audit methodology will be applied across both entities, allowing for accurate evaluation, benchmarking, and long-term ESG monitoring.

7.2. Phase II: IMPLEMENTATION PHASE (7/2025 – 5/2027)

The Implementation Phase focuses on the development and integration of key ESG Management documentation within ELI ERIC, culminating in the *Milestone: Establishment of the ELI ERIC Group-wide ESG Framework*, which ensures a structured approach to ESG management across both facilities.

Key Activities:

- I. Development of the ESG Policy and ESG Strategy of ELI ERIC**
- II. Milestone 1: Establishment of the ELI ERIC Group-wide ESG Framework*
- III. Development or Update of ESG Management Documentation**

This Phase will be coordinated at the ELI ERIC level by the Department of Building Infrastructure & IT, ELI Beamlines Facility, in collaboration with ELI ALPS Facility and with the cooperation of external ESG consulting firm.

III. Development of the ESG Policy and ESG Strategy of ELI ERIC

The primary outcome will be the creation of a **central ESG Policy and ESG Strategy**, providing overarching direction and serving as the governing framework for all ESG-related activities within ELI ERIC. This documentation will establish the foundation for ESG implementation and compliance, ensuring alignment across all operational levels.

IV. Milestone 1: Establishment of the ELI ERIC Group-wide ESG Framework

At this stage, ELI ERIC, encompassing ELI Beamlines and ELI ALPS, reaches a pivotal milestone in the harmonization of ESG principles at the Group level. The identification of key ESG areas for ELI ERIC and the development of strategic documentation, including the ESG Policy and Strategy, provide a consolidated foundation that ensures alignment across both ELI ERIC facilities.

This milestone guarantees the establishment of a solid ESG baseline, ensuring that all further sustainability efforts—whether aimed at regulatory compliance (such as CSRD requirements) or voluntary sustainability commitments (such as EcoVadis certification)—are built upon a well-defined and structured framework.

This structured ESG approach ensures coherence in sustainability efforts while allowing flexibility in adaptation to site-specific conditions.

V. ESG Management Documentation Development

To ensure comprehensive ESG oversight, management documentation will either be developed or updated for key focus areas identified during the Initial Phase of ESG Implementation. These documents will define governance structures, establish accountability, and implement reporting mechanisms, providing a standardized framework for ESG management across ELI ERIC.

Each document will define its scope, roles and responsibilities, ESG targets and performance indicators, implementation approach, and mechanisms for monitoring, auditing, and reporting, ensuring consistency in ESG integration across ELI ERIC.

The specific ESG governance areas covered in the ESG Management Documentation will be determined based on the outcomes of the Initial Phase of ESG Implementation, but they are expected to include topics such as:

- Climate and Carbon Management
- Energy and Resource Efficiency
- Sustainable Water and Waste Management
- Workplace Standards and Employee Well-being
- Diversity, Inclusion, and Ethical Governance
- Data Protection and Cybersecurity
- Supply Chain and Sustainable Procurement

The final Integration phase will embed the ESG Policy, Strategy, and Management documentation into ELI ERIC's operational and decision-making processes. This will involve:

- Translating ESG principles into department-specific actions
- Assigning responsibilities and aligning workflows
- Integrating ESG targets and reporting mechanisms
- Implementing training programs to ensure adoption at all levels
- Establishing compliance monitoring and audit procedures to track progress

This structured approach ensures that ESG principles are institutionalized within ELI ERIC, supporting long-term sustainability, regulatory compliance, and continuous improvement.

7.3. Phase III: CERTIFICATION PHASE (6/27 – 8/29)

The third phase of ESG implementation will be conducted either at the ELI ERIC Group level or exclusively at the ELI Beamlines Facility level. The final decision on the level of involvement will be thoroughly evaluated and formally agreed upon based on further discussions and alignment with relevant stakeholders.

The objective is to ensure that the established ESG principles have been correctly adopted and effectively embedded within ELI ERIC or, depending on the agreed scope as outlined above, within the ELI Beamlines Facility. Additionally, this phase will provide a measurable assessment of ESG performance, confirming that the implemented frameworks, policies, and governance structures are functioning as intended while also offering valuable insights into areas for improvement and future development.

The EcoVadis Assessment is a globally recognized ESG rating system that evaluates corporate sustainability across environmental performance, labour & human rights, ethical business practices, and sustainable procurement. This assessment has been chosen for its strong reputation and broad industry recognition, ensuring that the company's ESG efforts are evaluated against established global benchmarks. Additionally, it provides an opportunity to demonstrate ESG commitments externally and enhance ELI's recognition within the research and scientific community through potential certification medals awarded by EcoVadis.

The first 11 months of the Certification Phase will focus on the EcoVadis Pre-Assessment, managed by the Department of Building Infrastructure & IT, ELI Beamlines Facility, in collaboration with an external ESG consultancy to ensure impartiality and compliance with best practices. The assessment process will involve either all ELI Beamlines departments and the ELI ALPS entity if conducted at the Group level, or exclusively the ELI Beamlines Facility, ensuring a comprehensive evaluation of ESG performance within the defined framework.

Throughout the assessment, all key ESG pillars will be evaluated, resulting in a detailed performance report aligned with EcoVadis standards. This report will include a gap analysis, identifying areas where improvements are necessary to achieve higher ESG performance levels. While not all identified gaps will be immediately addressed, priority will be given to those where updates and improvements bring the most strategic value. Necessary adjustments will be incorporated into updated governance documentation, policies, and ESG action plans, ensuring continuous enhancement of ESG integration.

The final stage of Phase III and the overall ESG implementation effort is the EcoVadis Certification Assessment. The overall coordination of this process will be led by the Department of Building Infrastructure & IT, ELI Beamlines Facility, with the active collaboration of all departments within the organization and, if conducted on the Group level, also the ELI ALPS entity.

The final EcoVadis Assessment will provide the ELI ERIC/ELI Beamlines facility with a comprehensive sustainability scorecard, including:

- An overall ESG rating
- Category-specific performance scores
- Benchmarking insights comparing ELI ERIC's performance to industry standards
- Potential recognition through EcoVadis certification levels (Platinum, Gold, Silver, or Bronze medals), depending on the assessed performance

This Phase will serve as a formal confirmation that ESG principles have been effectively implemented, while also providing a strategic foundation for long-term ESG monitoring, continuous improvement, and corporate sustainability advancement.

7.4. WORKFORCE & BUDGET Allocation

The successful implementation of ESG initiatives at ELI ERIC requires a cross-departmental effort, with key departments actively contributing managerial and expert resources throughout the entire ESG process—from assessment to implementation and its ongoing progression.

The HR, Administration (including Legal and Procurement department), Safety/EHS, Building Infrastructure & IT and Quality departments are expected to allocate resources across all phases of ESG implementation, ensuring ESG considerations are integrated into operational processes. Each department will designate representatives from both ELI Beamlines and ELI ALPS to actively participate in ESG-related activities and decision-making. Additionally, scientific departments and the PR department will play an important role at the management level, embedding ESG principles into research activities, facility operations, and external communication efforts.

7.4.1. Strategic Oversight and Coordination

ELI ERIC's Top Management provides strategic oversight and decision-making, ensuring that ESG priorities are aligned with institutional objectives and embedded into the organisation's long-term vision.

The ELI ALPS team, in close coordination with ELI Beamlines, is actively engaged in all ESG phases—from planning to implementation and compliance.

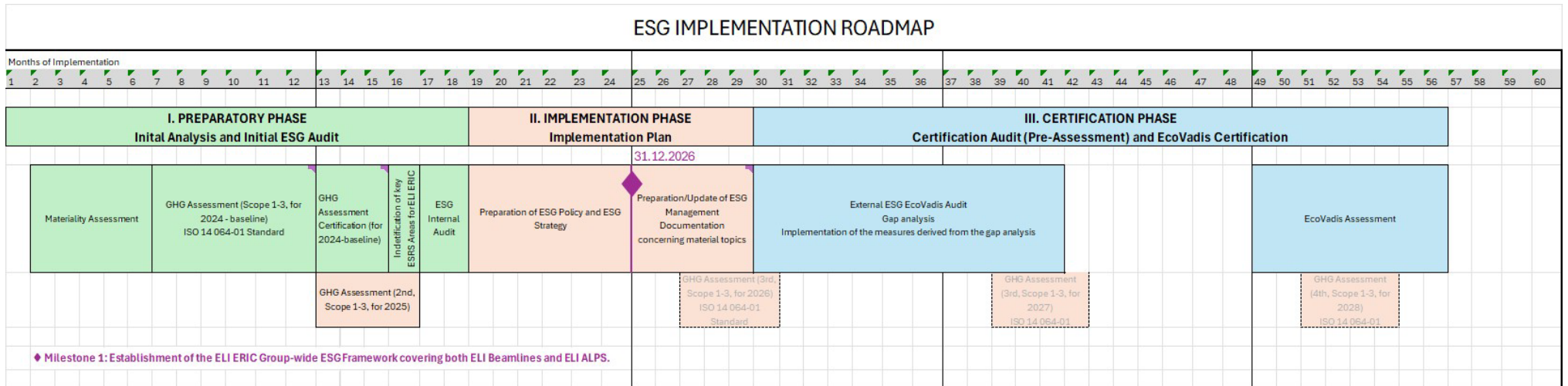
The ESG coordination within ELI ERIC is led by the Department of Building Infrastructure & IT, ELI Beamlines Facility, ensuring structured guidance, continuity, and effective cross-facility collaboration. At this stage, HR resources have been allocated to support ESG coordination, providing the necessary capacity for implementation and oversight. However, resource allocation may be adjusted in later phases of the ESG Implementation.

7.4.2. Budget Allocation and Cost Sharing

For ESG activities involving both Czech and Hungarian entities, costs associated with third-party services, such as the Carbon Footprint Assessment and GHG Certification in Phase I, as well as any other similar ESG-related expenses, will be shared proportionally between the entities.

8. Annexes

8.1. Annex I – Roadmap of ESG Implementation



Cover Note

Procurement title:

ESG strategy implementation services in ELI ERIC_TP25_041

Organisation	The Extreme Light Infrastructure ERIC
Registered Office:	Za Radnicí 835, 252 41 Dolní Břežany, Czech Republic
Identification No.:	109 74 938
Tax Identification No.:	CZ10974938
Person authorised to act on behalf of the Organisation:	Allen Weeks, Director General

Supplier's Business Name incl. Legal Form: [to be filled in by supplier]
Registered Office: [to be filled in by supplier]
Identification No.: [to be filled in by supplier]
Tax Id. No.: [to be filled in by supplier]
Small / Medium-sized enterprise (in accordance with the Recommendation 2003/361/EC): [YES/NO - to be filled in by supplier]
Person authorized to represent the supplier: [to be filled in by supplier]
Contact person: [to be filled in by supplier]
Contact address: [to be filled in by supplier]
Tel: [to be filled in by supplier]
E-mail of the Contact person: [to be filled in by supplier]

Bid price: EUR [to be filled in by supplier]

The supplier hereby fully and without reservations accepts the business and technical conditions stated in the draft of the Contract for Services and in the Technical specifications which were the integral parts of the Request for Quotation.

In [to be filled in by supplier] on [to be filled in by supplier]

.....
[Signature - to be filled in by supplier]
[Business Name - Authorized Representative to be filled in by supplier]

Affidavit regarding international sanctions

Procurement title:

„ESG strategy implementation services in ELI ERIC_TP25_041“

Supplier’s Business Name incl. Legal Form: [to be filled in by supplier]

Registered Office: [to be filled in by supplier]

Identification No.: [to be filled in by supplier]

Authorized Representative: [to be filled in by supplier]

The supplier hereby solemnly declares that the award of Contract for Services to him does not represent any violation of international sanctions according to Czech Act No. 69/2006 Coll., on Implementation of International Sanctions, as amended.

In [to be filled in by supplier] on [to be filled in by supplier]

.....
[Signature - to be filled in by supplier]
[Business Name - Authorized Representative to be filled

Criteria for ESG Service Providers