

## **TERMS OF REFERENCE (ToRs)**

### **For engaging a Consultant(s) to draft and refine the SPIRE 2050 Roadmap**

#### **1. BACKGROUND**

[A.SPIRE](#) aisbl is an international association formed to represent the private sector as a partner in the Sustainable Process Industry through Resource and Energy Efficiency (SPIRE) Public-Private Partnership (PPP) launched as part of the Horizon2020 framework programme.

Currently A.SPIRE is looking to engage **an external supplier (Supplier)** to undertake **the development, drafting and refinement of a strategic SPIRE 2050 Roadmap**. The Supplier will work in a close collaboration with A.SPIRE Office, A.SPIRE working groups and SPIRE R&I advisory board (IRIAG).

The assignment consists of rounds of consultations and collaboration with SPIRE Working groups (WGs) and R&I Advisory Board (IRIAG) to capture content; structuring and categorizing input from WGs, and drafting a document that defines actions to implement [SPIRE 2050 Vision](#). SPIRE 2050 roadmap intends to define how SPIRE cPPP will implement its Vision 2050 along Horizon Europe (2030) and beyond (2050). Nonetheless, our vision also relates to the combination of funds and financial support to develop the needed breakthrough and enabling technologies to reach the three ambitions of our Vision: Bridge the Climate Technology Gap, transform the Process Industries into Hubs for Circularity and ensure the global competitiveness of Process Industry.

#### **2. OBJECTIVES and DELIVERABLES:**

- 1) To collaborate with A.SPIRE, its WGs and IRIAG, and facilitate a process of capturing a strategic direction of each working group, specific actions proposed for implementation and timeline.
- 2) To design, write and produce SPIRE 2050 Roadmap and related deliverables.

a) **Deliverable 1: Strategic SPIRE 2050 Roadmap document**

*(Further information on the scope of this deliverable is included in section 4 of these ToRs)*

The roadmap should outline the implementation aspects of the R&I strategy of the process industries represented in the SPIRE cPPPs, as reflected in SPIRE 2050 Vision and considering the on-going conversations of Energy Intensive Industries in relation to the EU long-term strategy for Climate Neutrality. The document should consist of approximately 100-130 pages, and will be made up of (in this order):

- A first section, which contains the [SPIRE 2050 Vision](#) in a summarized form (e.g. 10-12 pages). This section should update the Vision, if needed, according to the discussions and agreements met during the roadmap exercise;

This will be followed by two more sections that contain the SPIRE 2050 Roadmap per se:

- A second section, which will focus on the detailed implementation of our Vision until 2030 in order to develop the key technologies needed to achieve the three ambitions of SPIRE 2050.
- A third section, which will outline the developments needed between 2030 and 2050 in order to develop the further technologies needed to reach the three ambitions of SPIRE 2050.

The Supplier will also need to include a table of contents, a list of acronyms, the Bibliography, the Annexes and all the relevant graphs or tables with data needed and agreed with A.SPIRE.

- b) **Deliverable 2: An executive summary of the roadmap** (around 10 pages). It could be considered as a separate document and / or be integrated in the SPIRE 2050 roadmap.
- a) **Deliverable 3: A set of slides** in addition to the final document. The slides are expected to cover the main points of SPIRE 2050 roadmap and serve for a 15-20' presentation.

All data used for the production of tables/charts/schemes etc. shall be handed to A.SPIRE in **MS-Excel sheets** or other editable electronic support agreed with A.SPIRE. No scanned or low definition images and charts shall be accepted. Full copyrights, authorship and other rights related to this assignment and the final SPIRE 2050 Roadmap document shall exclusively belong to A.SPIRE.

### **3. SCOPE AND DESCRIPTION OF SERVICES**

A.SPIRE has created seven new WGs, each of them will focus on key topics to be reflected in the Roadmap as per SPIRE 2050 Vision. The work of these WGs will be overseen by IRIAG and by A.SPIRE Board of Directors. IRIAG will provide direction for the Roadmap and will oversee that the content answers to the implementation of SPIRE 2050 Vision, its three ambitions and the three industrial transformations needed to achieve the goals. The specific content for the Roadmap development will be provided by the WGs.

There will be at least two common WGs meetings in 2019, which the Supplier will be invited to attend, in addition to exchanges that will be done by email, teleconferences, web meetings, Wikis, etc. A stakeholders' workshop to check the public draft of the roadmap with other industrial sectors, the EC and MS is also considered. Capturing input from WGs and drafting the Roadmap shall be done continuously, seeking for feedback from WGs, A.SPIRE Office and IRIAG. Further details of the process will be agreed between the Supplier and A.SPIRE.

The Supplier will also participate in meetings with IRIAG or ad-hoc meetings with the chairs of the WGs or representatives of the eight SPIRE sectors (chemicals, steel, non-ferrous, cement, ceramics, minerals, water and engineering).

Other sources to be used when drafting the SPIRE 2050 Roadmap can include: SPIRE projects' results, SPIRE 2030 Roadmap, the Supplier's own knowledge, relevant literature and information coming from public or private sources from the EU and beyond, etc. Sources should also include relevant policy documents on the areas covered by SPIRE 2050 Vision (e.g. the new EU 2050 strategy on Climate Change, the Paris Agreement, etc.).

SPIRE 2050 Roadmap will cover the period from 2020 to 2050. The following milestones within the Roadmap document are proposed: 2024, 2030, 2040 and 2050.

### Scope of SPIRE Roadmap 2050 – three distinctive sections:

Section 1, Update of the Vision 2050. The Vision 2050 is the result of the agreement of SPIRE 8 sectors and all the membership of the association. Nonetheless, discussions are on-going with the European Commission in regards the new [EU long term strategy for Climate Neutrality](#). This could represent some fine-tunings are needed (e.g. the targets of the ambitions). For the sake of coherence, any relevant update should be reflected in the Vision section within the roadmap 2050 document.

Section 2: implementation of our Vision until 2030, will be more detailed, focusing on the steps needed to develop and scale up the key technologies to tackle the climate technology gap; create the 15 Hubs for Circularity; promote the right investments framework; identify skills needed for future jobs, create jobs and boost competitiveness. This section shall outline how the necessary steps can be implemented during the MFF2021 – 2027 period within the Horizon Europe (HEU) Framework Programme and through other relevant funding/financing sources (e.g. New Innovation Fund, private investments, etc.). A.SPIRE will provide information on this to the Supplier as per the findings from SET PLAN Action 6 in which A.SPIRE participates.

Section 3 will outline the developments needed between 2030 and 2050. It shall focus on two main issues: how to finalize the development and implementation of the technologies from the period up to 2030, and which technologies will still be needed for the process industries in this timeframe to achieve the targets of the three ambitions of the Vision 2050: carbon neutral industry and society, zero-landfilling and global competitiveness.

Throughout the entire document, the topics of implementation and market uptake need to be addressed. In the third section, it will also be important to identify how the results of current SPIRE projects should be implemented and how/which business models of the new technologies of SPIRE 2050 could be identified.

The Roadmap structure and content need to allow for flexibility, taking into account a possible update(s) in the course towards 2030. A methodology on quantifying the potential impact, including impact of investments under SPIRE 2050 Roadmap should be developed and detailed in the final document.

## 4. MILESTONES AND CALENDAR

The applicants are expected to present a full proposal on the methodology and a calendar of actions to develop the Roadmap. The proposal should include the milestones and specific activities to reach the objectives and produce the deliverables. The following potential milestones should be considered in preparation of a proposal:

- 11 March 2019 - a kick-off meeting of A.SPIRE new WGs to launch the Roadmap exercise (Brussels)
- March – July:
  - Develop and deliver first draft of the roadmap.
  - Stakeholders' event and WGs meeting / workshop. This could include members of SPIRE WGs and some non-members of the association (e.g. energy and recycling sectors, Member States representatives, EC representatives, MePs, NGOs et al.).
- August – November:
  - A new meeting / workshop of the WGs could be organised
  - Develop the final version of the Roadmap (including the executive summary and all the deliverables)

Further to the potential workshops/forums, the Supplier will work alongside A.SPIRE and its members in the Roadmap drafting through:

- Exchange of information via email, internet, etc.
- Ad-hoc meetings (physical or teleconference) with the WGs, chairs / co-chairs of the WGs and/or IRIAG as considered needed and agreed between the Supplier and A.SPIRE.

## 5. SELECTION CRITERIA

The applicant is expected to:

- a) Prove **experience** in the fields of R&I activities and projects related to SPIRE, strategic planning or road-mapping for industrial sectors in general, and the SPIRE process industries at the EU and national levels in particular. This experience must also include knowledge of and work on the topics of Climate Change-related technologies, Circular Economy and Competitiveness. It should demonstrate the following:
  - Evidence of experience and/or good knowledge of SPIRE sectors at EU and national levels. Any relevant experience outside the EU may be taken into consideration. Understanding of SPIRE cross-sectorial perspective will be considered a great added value.
  - Experience and knowledge of Horizon2020 as well as other European, regional and national funding schemes;
  - Experience in road-mapping, strategic planning, development of R&I activities, etc.;
  - Experience working in measuring / quantifying impact, especially related to European projects;
  - Evidence of using level C1/C2 English language skills in written documents.
- b) Propose a methodology to be used for the facilitation of the SPIRE Roadmap 2050 process, impact measuring, structuring, etc. that is well in line with the SPIRE 2050 Vision;
- c) Provide a team of consultants with **expertise** covering the aspects mentioned at point 5. a), at both technical and policy level, with a focus on R&I activities and their funding through EU instruments. The team shall be able to work using level C1/C2 English language skills. All evidence of the team competences will be based on CVs of experts and list of projects of reference.

**The selection of the Supplier will be based on: 50% of the cost of the overall assignment and 50% the quality of the content of the proposal (relevant experience, proposed methodology team experience).**

## 6. CONTRACT MANAGEMENT

The Supplier will sign a service contract that will be provided by A.SPIRE.

- Both, A.SPIRE and the Supplier will appoint one person to manage this assignment.
- The Supplier will be subject to non-disclosure of confidential data. Any information provided by A.SPIRE and its members for the purpose of these tasks shall not be shared with anyone outside A.SPIRE without prior, explicit and written consent from A.SPIRE.
- The language of all the deliverables should be UK English, C1/C2 levels, proofread and without typographical errors.

- A balanced mix between the technical/scientific terms and plain language, understandable to a person that has a limited industrial background and to someone using a second language, shall be used to the maximum extent possible, taking into account the topics. The document is aimed at a primarily industry audience, but should be comprehensible for other types of audience, especially national and EU policy-makers.
- A.SPIRE will return products for re-work, at no additional cost to A.SPIRE, in case the products delivered do not meet these standards.
- The acceptance of the final version of the Roadmap and all the deliverables shall be made by email, from A.SPIRE to the Supplier.

## **7. BUDGET**

A.SPIRE awaits for offers from applicants for this assignment. **The proposal must specify the budget breakdown**, bearing in mind that **the length of this assignment is between early March and end of 2019**. Some flexibility could be provided in the timeline if so agreed by A.SPIRE and the Supplier.

All physical meetings will take place in Brussels. The travel and other costs to participate in the meetings are at the Supplier's expense.

## **8. CONTACT DETAILS AND DEADLINE**

Proposals should be submitted to A.SPIRE Office by email to the following addresses: [info@spire2030.eu](mailto:info@spire2030.eu) and [aor@spire2030.eu](mailto:aor@spire2030.eu) before **27 February 2019**. Selected candidate(s) will be contacted before 6 March 2019.

For more information, please contact Mihai Barcanescu, A.SPIRE Programme Manager, at [mba@spire2030.eu](mailto:mba@spire2030.eu).