

Call for Tenders: Policy Consultant on Green Transition

The Green European Foundation is glad to invite economic operators to submit a tender for the procurement of research and policy advice services with a focus on the green transition.

About the Green European Foundation

The Green European Foundation (GEF) is a European-level political foundation funded by the European Parliament. GEF is affiliated to, but independent from, the European Green Party and Green movement in Europe.

Our mission is to encourage European citizens to participate in European political discussions and when it comes to envisioning what a Green Europe would look like. As a forum for cooperation at the European level, we work with our national member foundations and thereby aim to stimulate and strengthen the European public debate and the curation of lessons and ideas for a greener Europe.

Purpose of Tender

The purpose of this tender is to invite proposals from qualified providers of research and policy advisory services to support the Green European Foundation in advancing knowledge and policy development in the field of energy policy as well as eco-social policy, rights-based approaches and wellbeing. The selected provider will be expected to deliver high-quality research outputs, policy analysis, and strategic advice contributing to the Foundation's mission of fostering sustainable, inclusive, and forward-looking ideas and policy proposals at the European level.

The provider will be responsible for conducting in-depth research, identifying emerging trends and challenges, and formulating evidence-based recommendations. In addition, the provider will support the Green European Foundation in strengthening its role as a hub for green research and policy expertise by contributing to publications, events, and stakeholder engagement activities, while ensuring consistency with the Foundation's values and strategic priorities.

The provider will cooperate with GEF's [Knowledge Communities](#). Knowledge Communities are aimed at advancing political and public debates towards a green, socially just Europe, through establishing lasting networks of knowledge production, exchange and dissemination. They are structured around and with (a group of) GEF core experts, who deliver a political stock-take as well as new proposals and ideas for discussion with a wider group of actors (i.e. the Knowledge Community).

The Green European Foundation intends to select one provider for an initial period of one year, with the possibility of renewal for up to a total duration of five years, subject to the quality of deliverables and overall performance.

Technical Specifications

A non-exhaustive list of tasks and possible deliverables is indicated below. The list below may be amended or expanded by mutual agreement between the parties, provided that any additional task remains consistent with and within the scope defined in the purpose of this tender.

- Conducting policy research and analysis on the green transition, mainly related to the topic of energy policy but also eco-social policy, rights-based approaches and wellbeing
- Liaising with NGOs think tanks, policymakers, on behalf of GEF
- Coordinating one of GEF's Knowledge Communities, which looks into strengthening participation in the EU's energy transition:
 - Moderating expert roundtables
 - Notetaking and reporting on expert roundtables
 - Overseeing collaborations with external experts
 - Providing input and feedback on political briefs (draft publications)
 - Writing of (parts of) political briefs
- Supporting the Head of Unit work on additional thematic priorities and Knowledge Community projects:
 - Providing input and feedback on political briefs (texts) on different topics (EU social policies, economy, sustainable welfare)
 - Providing policy analysis and input
 - Moderating discussions
 - Providing support in the organisation of events and meetings.
- Attending conferences, meetings, representing GEF and maintaining/building network
- Delivering financial and content reporting on the tasks conducted.

The Policy Consultant will be contracted as a service provider based on 1.5 days per week performed in the GEF office, in Brussels, with the possibility to telework.

The mission will take place from August 2026 to August 2027, with the potential to renew collaboration after this initial period, for up to a period of 5 years.

The total estimated value of this contract is 35,000 EUR (VAT excluded) per year. This amount represents a maximum annual budget and does not constitute a commitment from the Green European Foundation. Tenderers are invited to submit an offer highlighting the unit price (preferably per day) for each of the tasks described in the Technical Specifications. Tenderers are also invited to specify if a minimum billable amount for services applies, and if so, specify the minimum amount.

Exclusion criteria

Please find as follows criteria to fulfil to not be excluded by the tendering procedure:

- The tenderer does not incur in any exclusion criteria as per article 136 FR 2018/1046.

- The tenderer does not have existing conflict of interest in connection with this tender.
- In the event that a potential or actual conflict of interest arises during the tendering process or the execution of the contract, the tenderer shall immediately disclose it to GEF in writing.
- Only offers submitted via the official application form will be evaluated.
- Minimum requirements that all tenderers shall meet in order to be considered for evaluation include compliance with applicable environmental, social and labour law obligations established by Union law, national law, collective agreements or the applicable international social and environmental conventions listed in Annex X to Directive 2014/24/EU - The tenderer must not be in a situation of bankruptcy, failure to pay social security contributions or taxes, or any other exclusion grounds as defined in Articles 138 and 143 of the Financial Regulation

Selection criteria

Please find as follows criteria to fulfil in order to not be rejected by the tendering procedure. The selection criteria are assessed with comply or fail questions. The tenderers that comply with the criteria are going to be further examined and considered for award. The tenders that do not comply shall be rejected. The selection criteria for this tender, addressing (a) the suitability to pursue the professional activity; (b) the economic and financial standing; and (c) the technical and professional ability, are:

- Proven ability to conduct high-quality policy research and analysis using both qualitative and quantitative methods, including desk research (literature reviews, archival and media analysis) and field research (interviews, questionnaires, field visits), resulting in evidence-based outputs
- Demonstrated expertise and a strong network in the fields of EU energy policy (sustainable energy systems, energy efficiency, buildings and clean heating, just transition, energy-intensive industry) as well as eco-social policy, rights-based approaches and wellbeing
- Background in science and technology policy and demonstrated experience working at the interface of advocacy, policy and technical analysis
- Demonstrated understanding of EU policy-making processes, political dynamics, and institutional frameworks, as well as specific knowledge of the diversity of policy contexts linked to the green transition across Europe
- Proven experience in coordinating research activities and contributing to the design, conceptualisation, and delivery of complex research projects or comparative studies.
- Demonstrated ability to produce high-quality policy outputs in English (including political briefs, comparative reports, and policy papers), and to communicate findings effectively through presentations, public speaking, and facilitation of discussions
- At least five years of relevant professional experience in policy research or advisory roles, combined with proven ability to engage and liaise effectively with stakeholders such as NGOs, think tanks, policymakers, and other institutional actors, while demonstrating strong organisational and time management skills
- Available to work in person in Brussels, Belgium

Contract award criteria

	Evaluation criteria	Description	Weight (%)
Quality	Expertise in field of EU energy policy (sustainable energy systems, energy efficiency, buildings and clean heating, just transition) as well as eco-social policy, rights-based approaches and wellbeing	Assessment of the tenderer's demonstrated knowledge and understanding of EU policymaking processes, political and institutional frameworks, and related governance dynamics, with a specific focus on topics related to energy, eco-social and rights-based approaches, wellbeing	30%
	Project coordination and research leadership experience	Assessment of the tenderer's proven ability to design, organise, and manage research activities or studies, including coordinating inputs, ensuring methodological coherence, and contributing to the successful delivery of complex or comparative research projects within set timelines.	20%
	Communication, writing, and dissemination	Assessment of the tenderer's capacity to produce high-quality written outputs in English (such as policy briefs, reports, and comparative studies), as well as	20%

		to effectively communicate and disseminate research findings through presentations, public speaking, facilitation of discussions, and engagement with relevant audiences.	
Price	Financial Offer	Competitive and transparent pricing tailored to the technical specifications of the tender (generic price lists will not be considered). *Please, make sure to express all the prices in euro, VAT excluded, and to mention on the side the VAT rate applicable.	30%

The methodology for ranking the economic operators is best price-quality ratio with weighting of criteria. Quality weights 70/100, while price 30/100.

The formula is as follows: Total score=[(Lowest price / Tenders' price)*30]+[Tender's total quality / 100*70].

Practical Information

All tenders should be submitted by Tuesday 14th July 2026, at 09h00 CET (Brussels time) via the [application form](#).

The selection committee reserves the right to schedule short exchanges to clarify unclear information.

Tender(s) selection: 10 working days from the submission deadline.

A rolling Q&A document is available at [this link](#). Please, make sure to write anonymous questions and to not write above other questions. Questions received via email will also be posted and answered on the above-mentioned document.

Please submit your application by providing a detailed proposal in English, encompassing the following elements:

- A brief introduction of the company or individual consultant outlining their background, interest, and competences in line with the selection and award criteria. This introduction shall outline the extent to which the consultancy services fulfil the criteria mentioned above. In the event of a company proposing a consultant, please make sure to additionally include a brief introduction of the company.
- A competitive price offer matching the mission scope and purpose, expressed in the form of a daily fee, VAT excluded. Please mention the applicable VAT rate in your application.
- The Curriculum Vitae of the consultant applying (in case of an individual) and examples of writing, research and other relevant policy outputs.
- Officially declare that that you do not incur in any exclusion criteria as per art 136 FR 2018/1046, and any kind of conflict of interest, or a copy of ESPD (European Single Procurement Document) that would disqualify a proposal from consideration

Contracting Party

Green European Foundation (GEF)

Legal and billing address: Avenue des Arts 7-8, 1210 Brussels, Belgium.

Contacts

For any questions regarding this call for tender, please refer to jamie.kendrick@gef.eu

Confidentiality

Economic operators accept to not disclose nor communicate in any way and at any time confidential information regarding their relationship and work with GEF. This commitment remains valid after the termination of the service, permanently.

The awarded tenderer will commit to sign a declaration to certify the absence of conflict of interest in relation to the tasks and mission contracted by GEF and will make sure to inform the organisation of any changes in this status.