

Request for Proposal (RfP)

EIT Manufacturing Impact Report 2024 and Impact Framework September 2024

Deadline for offer submission 20th of September 2024

1. Context

EIT Manufacturing (KIC) is focused on promoting entrepreneurship, innovation, and education in the domain of Manufacturing. EIT Manufacturing brings together leading organizations along the entire value chain from smaller companies to larger industry, excellent academic and research institutions, as well as public sector organizations, to promote the transformation of manufacturing towards the digital economy, towards the circular economy and the decarbonization of industry, by removing barriers to innovation, promoting talent and education, leveraging enabling technologies and exploiting big data.

In EIT Manufacturing we fund and manage a portfolio of innovative projects; we invest in promising startups and we provide comprehensive services to enhance the manufacturing sector. These initiatives are designed to catalyze innovation, drive entrepreneurship, and enhance education in the manufacturing field. Monitoring and showcasing the impact of these initiatives is crucial not only to demonstrate the value and effectiveness of our efforts but also to ensure continuous improvement and alignment with our strategic goals. By systematically tracking and reporting on the impact, we can highlight success stories, identify areas for improvement, and make informed decisions that drive further advancements in manufacturing.

EIT Manufacturing is an association under the law 1901 created in 2019. Along with the EIT Manufacturing there are 8 (eight) other KICs with the aim to lead the action and create services across Europe, improving the competitiveness of European companies.

2. Service Description

Overview

EIT Manufacturing (EITM) is looking for qualified subcontractors to prepare EIT Manufacturing Impact Report for 2024 and develop the EIT Manufacturing Impact Framework.

This request for proposal is divided into two lots, as follows:

- 1) Lot 1: EIT Manufacturing Impact Report 2024
- 2) Lot 2: EIT Manufacturing Impact Framework

Interested suppliers can apply for one or both aforementioned lots.



The maximum budget for the requested services is **EUR 40.000** for Lot 1 and **EUR 120.000** for lot 2, both lots with no binding obligation to purchase for the maximum amount.

The proposals submitted by potential applicants for this RfP must adhere to the budgetary limits mentioned herein; otherwise, they may be disqualified for non-compliance with the RfP requirements.

Considering that the services encompassed in Lot 1 and Lot 2 of this RfP are intrinsically linked, should EITM select different suppliers for the provision of services under each Lot, the suppliers hereby acknowledge and agree that they shall cooperate to eliminate any discrepancies in the services rendered. EITM shall undertake all necessary measures to convey pertinent information to the suppliers, thereby facilitating their communication and cooperation. Consequently, suppliers submitting bids in response to this RfP acknowledge and accept their obligation to cooperate with other suppliers as required.

Objectives

Lot 1 – EIT Manufacturing Impact Report 2024:

The objective of the EIT Manufacturing Impact Report 2024 is to provide a comprehensive and insightful account of EIT Manufacturing's activities, outcomes, and overall impact throughout the year. The report aims to document key achievements, showcase significant projects, partnerships, and initiatives, and clearly communicate the tangible and intangible impacts on the European manufacturing landscape, including economic contributions, technological advancements, societal benefits, and sustainability efforts. It seeks to engage and inform diverse stakeholders, demonstrating the value and benefits generated by EIT Manufacturing's activities through qualitative and quantitative data. Additionally, the report should align with EIT Manufacturing's strategic objectives, promoting transparency and accountability. By achieving these objectives, the Impact Report will serve as a vital communication tool and a strategic document supporting the continuous growth and development of EIT Manufacturing.

Lot 2 – EIT Manufacturing Impact Framework:

The objective of EIT Manufacturing Impact Framework is to systematically measure, monitor, and showcase the impact of our initiatives. The framework will provide a comprehensive approach to evaluate effectiveness of the projects funded and the services delivered, measure the outcomes of them ensuring alignment with strategic goals, maximizing the value delivered to stakeholders and the impact generated. By establishing clear metrics and methodologies, the framework will facilitate continuous improvement, foster transparency, and enhance the overall competitiveness of European manufacturing.

The EIT Manufacturing Impact Framework will cover two dimensions:

1. **Education & Training:** encompass a wide range of activities including academic programs such master and doctoral schools, summer and winter schools, and targeted upskilling and reskilling programs designed to enhance the capabilities of the manufacturing workforce. Additionally, this framework will assess the impact of funded consortia projects, and specialized training initiatives **spearheaded** by EIT Manufacturing in the field of education. The primary goals related to this dimension are to:
 - a. Assess Learning Outcomes and Skills Acquisition,
 - b. Determine the Effectiveness of Delivery Methods,
 - c. Assess Long-term Impact of our programs on participants career and personal development,
 - d. Evaluate the Impact on Organizational Performance and Industry Standards,
 - e. Provide Data-Driven Insights for Continuous Improvement,
 - f. Ensure Education and Training activities' Alignment with Strategic Goals.

2. **Inno2Market:** includes funded consortia projects fostering the introduction of innovative solutions to the market, programs focusing on scaling up the business of SMEs and startups, initiatives to support the creation of innovative new ventures and services offered by EIT Manufacturing in the field of business growth, open innovation and transformation. The primary goals related to this dimension are to:
- a. Assess market readiness and adoption of innovative solutions,
 - b. Measure the success of EIT Manufacturing initiatives in supporting startups and SMEs in their growth and scaling, including creating new business opportunities,
 - c. Assess improvements in the manufacturing process performance and product quality,
 - d. Evaluate the economic impact generated by the innovations,
 - e. Measure social and environmental impact,
 - f. Provide data-driven insights for strategic decision-making and continuous improvement,
 - g. Ensure alignment with EIT Manufacturing's strategic goals and KPIs.

The successful proposal will demonstrate a thorough understanding of various applicable frameworks and the ability to guide EIT Manufacturing in selecting the most suitable one. The proposal should showcase expertise in designing these frameworks, including methodologies for selecting dimensions and indicators, data collection, analysis, and reporting in the manufacturing sector. Additionally, the framework should be scalable, adaptable to future programs, and capable of providing insights that support evidence-based decision-making and strategic planning.

Scope of Work

Lot 1 – EIT Manufacturing Impact Report 2024: The selected subcontractor will be responsible for the following:

- Collecting and analyzing data related to EIT Manufacturing activities.
- Compiling case studies, success stories, and testimonials.
- Drafting, designing, and finalizing the EIT Manufacturing Impact Report 2024.
- Collaborating with EIT Manufacturing staff and stakeholders to ensure comprehensive and accurate reporting.

Lot 2 – EIT Manufacturing Impact Framework:

1) Education & Training

The selected subcontractor will be responsible to execute the following activities:

- Coordinate with EIT Manufacturing Education & Training staff to collect and analyze the needs of the education & training department, collect existing best practices.
- Define the methodology of impact framework for both qualitative and quantitative evaluation of the performance of the education & training activities together with the EIT Manufacturing.
- Create a framework to monitor and assess KPIs & Knowledge Triangle Integration (KTIs) into education programs.
- Design a comprehensive portfolio level framework that brings together the critical aspects of EIT Manufacturing's operations. The framework should enable the systematic tracking, evaluation, and enhancement of the organization's overall impact by ensuring cohesive work of all elements.



2) Inno2Market

The selected supplier will be responsible to execute the following activities:

- Coordinate with EIT Manufacturing Inno2Market staff to collect and analyze the needs, map the stakeholders and assess existing resources and practices.
- Support EIT Manufacturing to define and integrate within its strategy meaningful objectives (short, medium and long term expected impact) that can be built into the different Inno2Market programs and lead to desired outcomes and impacts.
- Define impact indicators and related collection methodology for both quantitative and qualitative evaluation that can be used by funded consortia, supported customers and EIT Manufacturing Inno2Market staff, both during the execution of activities and the years to follow.
- Develop a robust model at portfolio level linking with a system logic EIT Manufacturing resource, decision making, activity KPIs and long-term strategy into an overarching framework for creating, monitoring and evaluating impact.

3. Deliverables

For Lot 1, the selected supplier shall deliver the following deliverables:

1. **Initial Project Plan:** Detailing timelines, methodologies, and key milestones. [by mid-October 2024].
2. **Impact report design proposal:** including visuals and layout [by mid-November 2024].
3. **Draft Report:** A preliminary version of the report for review and feedback. [by mid-December 2024].
4. **Final Report:** A professionally designed and edited report, both in digital and print-ready formats. [end of project – March 2025].
5. **Data Files:** All raw data and research materials used in the report. [end of project – March 2025].
6. **Presentation:** A slide deck summarizing the key findings and insights from the report. [end of project – March 2025].

The report should have a length of maximum 30 pages and include at least:

- Executive Summary and/or foreword.
- Introduction and Background.
- Methodology.
- Key Findings and Insights.
- Case Studies and Testimonials.
- Impact Analysis (qualitative and quantitative).

To be noted that the selected supplier will be required to propose a report structure to enhance readability, attractiveness, and communication.

Additionally, the selected supplier must guarantee the quality and accuracy of the work by:

- Ensuring high standards of accuracy and reliability in data collection and analysis.
- Producing a report that is clear, concise, and engaging.

- Providing a professional and appealing design and layout that aligns with EIT Manufacturing's branding guidelines (see appendix 1).

For Lot 2, the selected supplier shall deliver the following deliverables:

1. **Initial Project Plan:** detailed timelines, methodologies, and key milestones for developing the impact framework.
2. **Initial Assessment Report:** collection of the Education & Training and Inno2Market needs and detailed analysis of the key stakeholders (internal and external) and existing resources and practices (e.g. Strategic Agenda, Monitoring Process, etc..).
3. **Theory of Change (ToC):** clearly articulated Theory of Change that outlines how EIT Manufacturing activities are expected to lead to desired outcomes and impacts.
4. **Impact Measurement Framework:** development of a framework that defines key metrics and indicators for measuring impact and related comprehensive plan for collecting data on the defined metrics, including methods, tools, and timelines (during and post-activity execution).
5. **Customized Tools and Templates:** development of any necessary tools and templates that EIT Manufacturing and funded consortia projects can use for ongoing impact measurement and management (e.g., data collection forms, dashboards).
6. **Data Analysis and Reporting Guidelines:** guidelines for analyzing the collected data to derive meaningful insights, and templates or standards for reporting results and impact findings to various stakeholders.
7. **Implementation Roadmap:** step-by-step plan for implementing the Impact Framework, including key milestones, timelines, responsibilities and including recommendations for building internal capacity to sustain impact measurement.
8. **Piloting Support:** hands-on support during the piloting phase, to assist EIT Manufacturing staff and funded consortia projects ensuring the Impact Framework is effectively integrated into EIT Manufacturing processes. EITM Manufacturing is planning a piloting phase with a minimum duration of six months. The proposal should carefully consider this timeline, including detailed references to how this period will be utilized, the key milestones, and the expected outcomes during the pilot. Please ensure that your proposal aligns with this timeframe and clearly outlines how the six-month duration will contribute to the overall success of the project.
9. **Continuous Improvement Plan:** plan for ongoing monitoring and evaluation to ensure the Impact Framework remains relevant and effective over time, based on feedback, new data, and evolving organizational goals.
10. **Final Report and Presentation:** comprehensive final report summarizing all findings, frameworks, plans, and recommendations.

Due dates will be defined based on the Initial Project Plan. Nevertheless, a first draft of the Impact Measurement Framework is expected to be delivered by the end of 2024 and the pilot implemented in 2025.

Proposal Requirements:

Interested vendors should include the following information in their proposals:

- **Company Information:** company name, address, and contact information.





- **Brief history and overview of the company:** relevant experience in the field of services for the selected lot(s).
- **Technical Proposal:** detailed methodology, project plan and timeline for the selected lot(s).
- **Cost Proposal:** detailed cost breakdown for the selected lot(s).
- **Risk management strategy:** plan for risk management for the selected lot(s).
- **Team Qualifications:** names and qualifications of key personnel involved in the project for the selected lot(s).
- **Relevant Experience:** Include case studies or examples of similar work for the selected lot(s).
- **Payment terms and conditions for the selected lot(s).**
- **Professional References for the selected lot(s).**

4. Timeline

The deadline to submit the offer is **20/09/2024** and the awarded tenderer shall provide the services as described earlier until the expiration date of the contract.

The indicative timeline for the call for proposals is as follows:

Activity	Responsible	Date
RFP opening	EIT Manufacturing	30/08/2024
Offer submission	Supplier	20/09/2024
Evaluation and notification of award	EIT Manufacturing	27/09/2024
Contract signature	EIT Manufacturing & selected supplier	04/10/2024

All offers shall be submitted within the above-mentioned deadline to the following link: <https://eit-manufacturing.prioritize.linksquares.com/new-task?token=eqfghK7Tdyco3ZdVaPfVqgS5gx2LiEf2lmaueYxnGfUzCJhpKHMNjUwW1oN-KF7i>

To start your application, please follow the outlined "step-by-step":

1. Click on the link above and fill out the Task Name with this description: "RfP - EIT Manufacturing Impact Report 2024 and Impact Framework".
2. Fill out the Requestor Name with your name.
3. Fill out the Requestor E-mail with your e-mail address.
4. Leave the following fields blank since they are not mandatory: Task type, Deadline and Priority.
5. Fill in the field "Describe Task" with the message you wish to convey to our team and/or any details and comments you have regarding your proposal. If you have none, simply write the name of the RfP "EIT Manufacturing Impact Report 2024 and Impact Framework".
6. Click on attachments and upload your Commercial Proposal as an attachment.



7. After completing the above-mentioned information, click on “Submit Task” to finalize your application. Please note that you will not receive any confirmation in your e-mail. However, you should ensure that this message appears to you on the screen after submitting your proposal: “Task created successfully”.

If you have any questions, please contact us at the following email address: procurement@eitmanufacturing.eu

Disclaimer of Liability for Technical Failures:

EIT Manufacturing shall not be held liable for any technical failures, interruptions, or glitches occurring in its digital tool designated for receiving proposals in the Request for Proposals (RfP) as mentioned in the link above, irrespective of the underlying reasons. EIT Manufacturing assumes no responsibility for any loss or damage resulting from such technical issues.

Verification of Proposal Receipt:

In case of any doubt or uncertainty regarding the submission status, the supplier is obligated to take appropriate measures to confirm the receipt of their proposal, utilizing the communication channels and tools made available by EIT Manufacturing for such verification. It is the sole responsibility of the supplier to verify the successful submission and receipt of their proposal through the available means provided by EIT Manufacturing. By participating in the proposal submission process, the supplier acknowledges and accepts that EIT Manufacturing disclaims any liability related to technical failures affecting the digital tool and that the supplier is accountable for ensuring the successful transmission and receipt of their proposal.

5. Evaluation Criteria and Award Notification

Timely received proposals submitted by the tenderers will be examined, evaluated, and compared in accordance with the following criteria and the contract shall be awarded to the highest ranked tenderer. The decision will be made according to the “Best Value for Money” principle. The award criteria will be the following:

- a) Price (hourly rate and/or overall price) (20%)
- b) Prior experience in similar tasks and team qualifications (25%)
- c) Quality and clarity of the technical proposal (35%)
- d) Good knowledge on the activities of the European Institute of Innovation & Technology (EIT) and of EIT Manufacturing (15%)
- e) Knowledge of Knowledge Innovation Communities (KICs) reporting tools and obligations and KICs project management (5%)

An Evaluation Committee of 3 people will be established. Each bid will be evaluated and ranked according to the criteria above.

The compliance with the principles of transparency, non-discrimination, equal treatment, and absence of conflict of interest will be ensured.

The successful and unsuccessful tenderers will be informed in writing (via email) about the result of the award procedure. In case the winning tenderer is unable to enter the contract, EIT Manufacturing may decide to contract the supplier receiving the second highest ranking.

Upon request from the tenderer concerned, EIT Manufacturing will as quickly as possible, and in any event within 15 calendar days from receipt of a written request, inform:

- any unsuccessful candidate of the reasons for the rejection of its request to participate,

- any unsuccessful tenderer of the reasons for the rejection of its tender, including, if this is the case, its decision that the works, supplies or services do not meet the performance or functional requirements,
- any tenderer that has made an admissible tender of the characteristics and relative advantages of the tender selected as well as the name of the successful tenderer or the parties to the awarded contract,
- any tenderer that has made an admissible tender of the conduct and progress of negotiations and dialogue with tenderers.

Information referred to above may be withheld where the release of such information would be contrary to the public interest, would prejudice the legitimate commercial interests of an economic operator, or might prejudice fair competition between economic operators.

Should there be a suspicion that the provider will not be able to perform according to the price offered, EIT Manufacturing has the right to ask for explanations and may reject the tender where the evidence supplied does not satisfactorily account for the low level of price or cost proposed.

Complementary Note on the Evaluation Process:

After the initial evaluation of submitted proposals, it is possible that the potential top-ranked suppliers may be shortlisted for participation in a Pitch Session or in a set of interviews. It is important to emphasize that the evaluation will be conducted in strict accordance with the criteria outlined in the published Request for Proposal (RfP).

The primary objective of the Pitch Session or Interviews is to facilitate a deeper understanding of the received proposals, provide an opportunity to elaborate on specific details, and allow the EIT Manufacturing to get to know the team of professionals better. During this session, the shortlisted suppliers will have the chance to present their proposals, clarify any questions, and discuss how your firm can best meet the legal consulting needs of EIT Manufacturing.

Further details regarding the Pitch Session or Interviews, including dates and logistics, will be communicated to the shortlisted suppliers following the initial evaluation of proposals.

6. Complaint procedure

Tenderers believing that they have been harmed by an error or irregularity during the award process may file a complaint. Appeals shall be addressed to EIT Manufacturing **only** via the following email address procurement@eitmanufacturing.eu. The tenderers have **5 (five)** days to file their complaints from the date of receipt of notification of the results.

In your application to EIT Manufacturing the complainant shall explain what procedural aspects they consider having been violated along with any recommendations or remarks. Such charges need to be supported with data and facts and, if possible, – documentation. An appeal whose sole purpose is to obtain a second evaluation for no reason other than that the complainant disagrees with the final award decision is to be rejected.

7. Negotiations & Clarifications

Negotiations can be held in the following cases:

- if it is identified that the scope of services issued by EIT Manufacturing is not detailed enough, incomplete or some areas are lacking crucial information to complete the procedure for direct awards;
- if EIT Manufacturing has the intention to reduce the offered prices to find the best value for money;

- if all submitted prices are above the planned budget and it is everyone's interest to finish the procedure with success – in that case, price negotiation can take place. During a price negotiation, all tenderers are called to lower their prices by the same deadline in a written form.

EIT Manufacturing can organize as many rounds of negotiation as it is needed during the procedure in order to reach the highest quality of proposals and the best price.

Whenever possible, the negotiations should be carried out in writing, however, in special cases, video conference or even live negotiation can be organized. EIT Manufacturing also reserves the right to invite the tenderers to an individual meeting before the final award of contract in order to clarify details and ambiguities.

In case of obvious or perceived errors or omissions in the RfP, Tenderers can request additional information or clarifications by the deadline provided in the above timeframe through email at procurement@eitmanufacturing.eu.

Upon receipt of the bids, they will be reviewed, and additional details will be requested from the tenderers as needed. The requests as well as the answers are to be submitted written by e-mail. Where information or documentation to be submitted by tenderers is incomplete or erroneous or where specific documents are missing, EIT Manufacturing staff may request the party concerned to submit, supplement, clarify or complete the relevant information or documentation within 3 day(s).

Bid preparation costs are not reimbursable and must be borne by the tenderers.

EIT Manufacturing owns all bids received in this RFP. Proprietary information of vendors in the bids will be kept strictly confidential. The offers as well as the contract may be submitted for audits.

8. Contract

The final award does not yet constitute the Contract. The Contract will be concluded at the time of signature by the Supplier and EIT Manufacturing. The winning supplier will be sent the contract to be signed (indicating the deadline by which the signed contract should be returned to EIT Manufacturing).

The invoicing will be based on a mutually agreed schedule; it will be detailed in the contract signed for each or both lots.

The contract for **Lot 1** is estimated to be signed by the beginning of October 2024 and **will have a maximum duration of 1 (one) year with the possibility of renewal by mutual agreement between the parties.**


The contract for **Lot 2** is estimated to be signed in the beginning of October 2024 and **will have a maximum duration of 1 (one) year with the possibility of renewal by mutual agreement between the parties.**

As outlined in this RfP, EITM has set a total budget of EUR 40,000 for Lot 1 and EUR 120,000 for Lot 2. EITM reserves the right to award contracts of varying amounts based on the proposals received. EITM is not obligated to spend up to the maximum amounts specified in this RfP.

The proposals submitted by potential applicants for this RfP must adhere to the budgetary limits mentioned herein; otherwise, they may be disqualified for non-compliance with the RfP requirements.

The tenderer agrees that the total value of the contract to be signed with EIT Manufacturing for the mentioned period will in no way exceed the bid (the amount contained in the offer) of the tenderer.

The total estimated amount allocated for this RfP, as specified in this document, may be subject to price variations of up to 10% (ten percent), either upward or downward, due to factors such as fluctuations in applicable inflation, currency conversion rates, tax application or any other economic or legal factors that may influence the final



amount. Such variations will be made in accordance with the provisions established in the EIT Manufacturing Procurement Policy and may result in adjustments to the originally anticipated total value. Any resulting changes will be communicated and agreed upon in writing between the contracting parties, always observing the principles of reasonableness and proportionality.

The awarded supplier will be requested to sign Standard Contractual Clauses (SCC) if no other GDPR compliant safeguards exist, and the supplier is located in a country for which the EU commission has not issued an adequacy decision.

EIT Manufacturing is fully compliant with the General Data Protection Regulation (GDPR) throughout this selection procedure. Our Privacy Notice is available on our website for your review (available at <https://www.eitmanufacturing.eu/who-we-are/legal-documents/>).

The selected Service Providers will be required to adhere to standard contractual clauses concerning privacy and data protection, which will be provided in relation to the contract. These clauses are part of our Standard Terms and Conditions, which will be sent and communicated to the Selected Suppliers

9. Confidentiality Obligation

All information, whether written or oral, exchanged between the parties involved in this Request for Proposals (RfP) process, hereinafter referred to as the "Parties" shall be considered confidential and proprietary.

The Parties agree not to disclose, provide access to, or otherwise make available any confidential information to any third parties, including but not limited to individuals, companies, or organizations, who are not directly involved in the RfP process, without the express written consent of the disclosing Party.

"Confidential Information" shall encompass, without limitation, all data, documents, proposals, discussions, designs, specifications, financial information, technical data, trade secrets, and any other information disclosed by one Party to the other during the course of the RfP process.

The obligations of confidentiality shall not apply to information that is:

- a) Publicly available at the time of disclosure or subsequently becomes publicly available through no fault of the receiving Party.
- b) Already in the possession of the receiving Party prior to disclosure and not subject to an existing confidentiality obligation.
- c) Disclosed to the receiving Party by a third party with the legal right to do so without breaching any confidentiality obligations.
- d) Required to be disclosed by law, court order, or governmental regulation, provided that the disclosing Party is promptly notified and given the opportunity to seek a protective order.

Any Party found in breach of this confidentiality clause shall be subject to legal measures, including but not limited to litigation, injunctive relief, and monetary damages, as deemed appropriate by the disclosing Party.

The obligations of confidentiality as set forth in this clause shall survive the termination or completion of the RfP process and shall remain in effect for a period of 5 (five) years, unless both Parties mutually agree in writing to terminate this confidentiality agreement.

This confidentiality clause shall be governed by and construed in accordance with the laws of France. Any legal action arising out of or in connection with this clause shall be subject to the exclusive jurisdiction of the courts of Paris, France.

10. Cancellation of the proposal procedure

In the event of cancellation of the proposal procedure, EIT Manufacturing will notify tenderers of the cancellation. In no event shall EIT Manufacturing be liable for any damages whatsoever including, without limitation, damages for loss of profits, in any way connected with the cancellation of a proposal procedure, even if EIT Manufacturing has been advised of the possibility of damages.

The tenderer shall take all measures to prevent any situation where the impartial and objective implementation of the contract is compromised for reasons involving economic interest, political or national affinity, family or emotional ties or any other shared interest ('conflict of interests'). The tenderer should inform the EIT Manufacturing team immediately if there is any change in the above circumstances at any stage during the implementation of the tasks.

The supplier cannot be a EIT Manufacturing Partner or Activity Partner. Any bid from such an economic operator will be rejected.

Tenderers will be excluded if:

- a. they are being wound up, are having their affairs administered by the courts, have entered into an arrangement with creditors, have suspended business activities, are the subject of proceedings concerning those matters, or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations; they have been convicted of an offence concerning their professional conduct by a judgment which has the force of res judicata.
- b. they have been guilty of grave professional misconduct proven by any means which the EIT Manufacturing can justify.
- c. they have not fulfilled obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which they are established or any other country of the EU.
- d. they have been the subject of a judgment which has the force of res judicata for fraud, corruption, involvement in a criminal organization or any other illegal activity detrimental to the EU' financial interests.
- e. following a procurement procedure or grant award procedure financed by the EU budget, they have been declared in serious breach of contract for failure to comply with their contractual obligations.

The tenderers must not be in a situation of a conflict of interest, and they have sufficient economic and financial capacity, technical and professional capacity and legal and regulatory capacity to perform the requested services. Additional evidence or declarations might be requested by the contracting authority.

EIT Manufacturing reserves the right to suspend or cancel the procedure, where the award procedure proves to have been subject to substantial errors, irregularities, conflict of interest or fraud. If substantial errors, irregularities, conflict of interest or fraud are discovered after the award of the tender, EIT Manufacturing may refrain from concluding the Contract.

This RfP confers no entitlement or expectation for tenderers to enter into a contract with EIT Manufacturing. Consequently, EIT Manufacturing is not obliged to sign a contract with the chosen supplier, whether at present or in the future.

Appendix I - EITM Brandbook



Co-funded by the
European Union

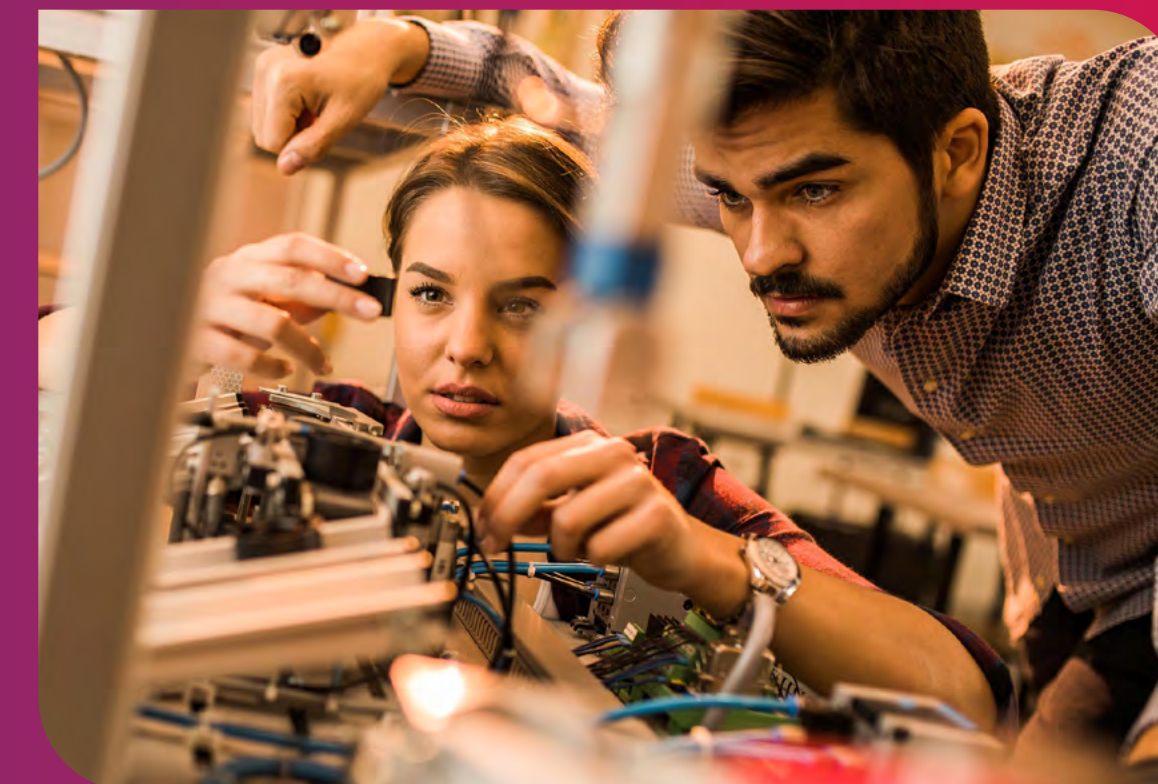


Making
innovation
happen!



EIT Manufacturing Brand Book

Nov 2021



Introduction

The EIT Community brand serves to unite all who are working to increase Europe's capacity for innovation and entrepreneurship across all sectors. It expresses our vision, mission and values, and helps us to work towards our common goal of creating growth and jobs for a better future. The brand elements and tools define who we are and what we do, and bring coherence to external audiences' perceptions of the EIT Community.

As the EIT Manufacturing is part of the EIT Community and it is important that all its members and partners follow the Brand guidelines and ensure a consistent approach in all communication activities, tools and channels.

The following pages present the EIT Manufacturing's overarching brand guidelines, which will help to ensure that the Community is able to communicate effectively with one voice by providing an overview of the messaging and visuals that should be used.

In line with the new **Horizon Europe** provisions for 2021-2027, the EU emblem must be displayed at least as prominently and visibly as EIT Manufacturing logo.

This document sets out also the principles that will guide the new EIT Manufacturing logo application together with the EU emblem across all activities, tools and channels.

Each time the EIT Manufacturing logo is used, it must be prominently accompanied by the EU emblem and sentence acknowledging EU support.

1	Visual Identity	Combined Logo Subsidiaries [CLCs and Hubs] Incorrect Use of the Logo Use of Logos	04	Visual Identity	
2	Colour Palette	Core Colours Supporting Colours	13	Colour Palette	
3	Typography	Primary Typeface Alternative Typeface Subsidiaries Typeface	16	Typography	
4	Imagery	Key Images Abstract Images Mood Images	20	Imagery	
5	Stationery & Other	Basic Stationery Online Meetings Roll Ups PPT Template A4 Folder Factsheet Template	Website Social Media Videos Newsletter Web Banners	24	Stationery & Other
6	Logo in Practice	Combined Logos Colour Backgrounds Background Images Promotional Items Community Offices	34	Logo in Practice	

1

Visual Identity

This section presents the current EIT Manufacturing logo, the rules regulating the width and the height of EIT Manufacturing's combined logos (landscape and portrait versions), as well as the logos of EIT Manufacturing Subsidiaries, and their basic specifications.

Combined Logo

This section presents the current EIT Manufacturing logo and the rules regulating the width and the height of EIT Manufacturing's combined logos (landscape and portrait versions).

As an EU body, EIT Manufacturing must clearly display the EU flag and accompanying text in all Communication and Dissemination activities, materials and channels.

Orientation

Landscape



Portrait



Combined Logo

The EU emblem must always be presented with the same width as the EIT Manufacturing brandmark.

These two versions of the combined logo (landscape and portrait) are the only versions allowed.

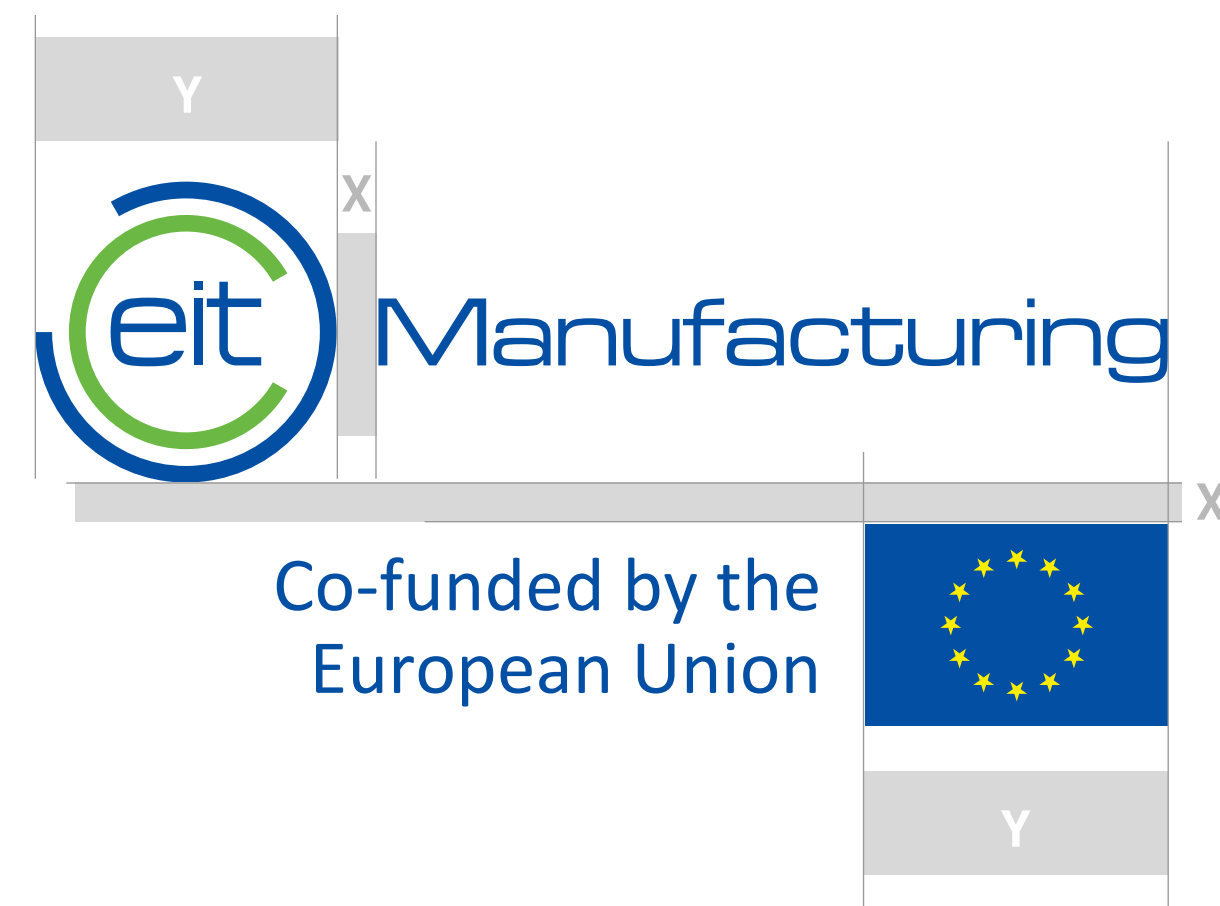
Logos may be used separately on the same page or slide, but their proportions must always be kept consistent.

Proportions

Landscape



Portrait



Combined Logo

The EIT Manufacturing Combined Logo can be represented in five different colour versions as shown on this page.

The Combined Logo must be used as represented and cannot be altered in any way.

There is not a Portrait Orientation version for the combined logo, therefore it is not permitted to use any other combination except for the one(s) presented here.

Please note that the use of the reverse EU emblem is reserved only for monochrome reproduction (black and white printing) according to the latest European Commission guidelines found here:
<https://tinyurl.com/6h394pbs>

[Files ready to use available here.](#)

Colour Versions

Full Colour

The full colour logo is the preferred version in all materials and communication.

As a key component, the full colour logo is one of the most visible parts of our identity.

Single Colour

The single colour version (blue or grey) of the logo should only be used when the full color version of the logo cannot be applied.

The single colour logo can be used for merchandise or temporary signage, where printing restrictions may apply.

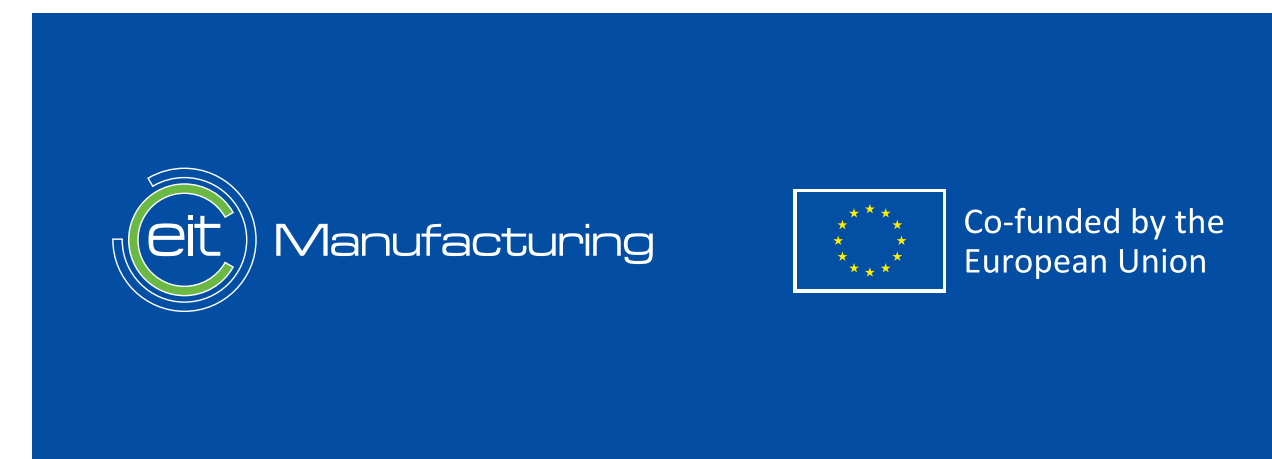
Reversed Logo

This logo is used when the logo is displayed on any of the colours from within the Core or Primary Colour Palette.

Special Logo

This version retains the full colour EIT Community landmark, offset by a white keyline.

This logo is used when the colouring of the landmark needs to be retained.



Combined Logo

Minimum Size

A minimum size has been carefully established to ensure that the logo is reproduced correctly, even at small sizes. When displayed at minimum size, the logo still has clear legibility and provides a strong level of identification.

The logo must never be smaller than the minimum size specified.

Clear Space

Clear space has been established to ensure visibility and impact of the logo.

Maintaining a clear zone between the logo and other graphic elements such as type, images and other logos ensures that the logo always appears unobstructed and distinctly separate from any other graphic elements.

When using the logo, allow it to “breathe” and have maximum impact. Where possible, allow even more space around the logo than required by the minimum indicated.

Specifications

PRINT



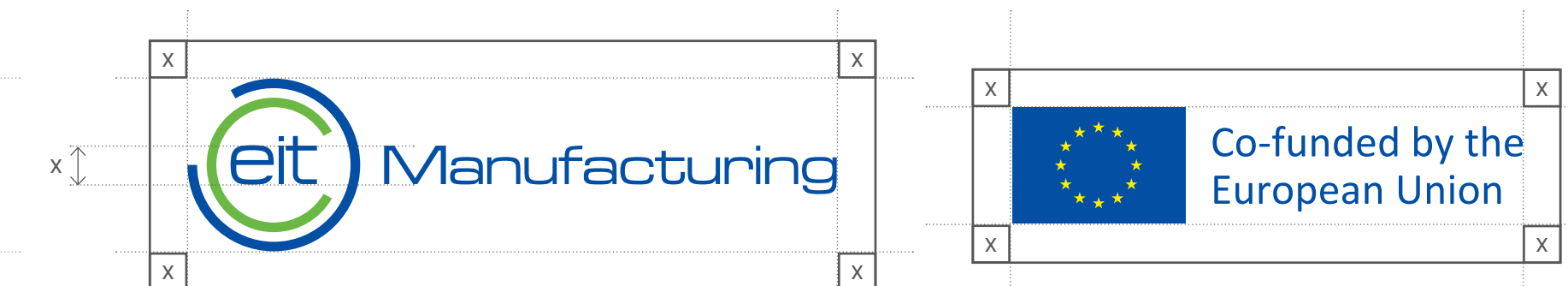
WEB



COMBINED



SEPARATED [SAME PAGE/SLIDE]



Subsidiaries

CLCs

This is a standard logo for EIT Manufacturing CLCs (Co-location Centres).

Here, the logos are represented using the editing rules for each location, as well with the comparative width and height of the combined logo elements (landscape and portrait).

Only two-colour versions are permitted.

When using these logos, the same rules apply as for the EIT Manufacturing logos, as set out in the brand book.



Location aligned left
Font: Microgramma
Colour: EITM Green

FULL COLOUR



[Files ready to use available here.](#)

REVERSED



Subsidiaries

HUBs

This is the EIT Manufacturing HUBs standard logo.

Here, the logos are represented using the editing rules for each location, as well with the comparative width and height of the combined logo elements (landscape and portrait).

Only two-colour versions are permitted.

When using these logos, the same rules apply as for the EIT Manufacturing logos, as set out in these brand book.



Location aligned left
Font: Microgramma
Colour: EITM Green

FULL COLOUR



Co-funded by the European Union



Co-funded by the European Union



[Files ready to use available here.](#)

REVERSED



Co-funded by the European Union



Co-funded by the European Union



Incorrect Use of the Logo

Logo DOs and DON'Ts

DO use the logo according to the guidelines we've already set out within this brand book.

DO use the digital master artwork when reproducing the logo. These files can be downloaded from the links provided throughout this brand book.

DO use the full-colour version whenever possible.

A selection of scenarios that shouldn't be used can be viewed to the right. This list is by no means exhaustive.

Don't...

... change the aspect ratio of the logo.



... change the logo typeface.



... change the subsidiary typeface.



... add elements or infringe the clear space.



... use the full colour logo where it is hard to read.



... use the word mark on its own.



... use colours not specified within this brand book.



... use the logo too small.



... use other combined logo proportions/relations.



Use of Logos

Co-Funded :
"Co-funded" should be used for actions and activities where there are funding sources other than the EIT and the European Union, e.g. EIT Knowledge and Innovation Communities and actions with a funding rate below 100%.

Funded:
"Funded" should be used for actions and activities that are solely funded by the EIT and the European Union, e.g. newly designated EIT Knowledge and Innovation Communities, EIT's Higher Education Initiative and joint EIT Community activities.

When to use

Co-Funded



Co-funded by the European Union

Funded



Funded by the European Union

2

Colour Palette

Our colours are a distinct and crucial part of our identity as they make our brand instantly recognisable. When applied consistently, our colours provide a strong visual link across various materials and communication.

The use of colours not specified within this brand book is not recommended.

Core Colours

Specifications for reproduction of our core colours are shown. The colours are specified for offset printing on white paper (CMYK) and for use on screen and web (RGB & Hexadecimal).

When reproducing the EIT Manufacturing colours on different material (eg: signage), always make sure the colour visually matches these approved colors.

EIT Blue

CMYK 100.80.0.0
RGB 3.78.162
HEX #034EA2
PANTONE™ Reflex Blue



EITM Red Magenta

CMYK 16.97.52.2
RGB 205.21.79
HEX #CD154F



White

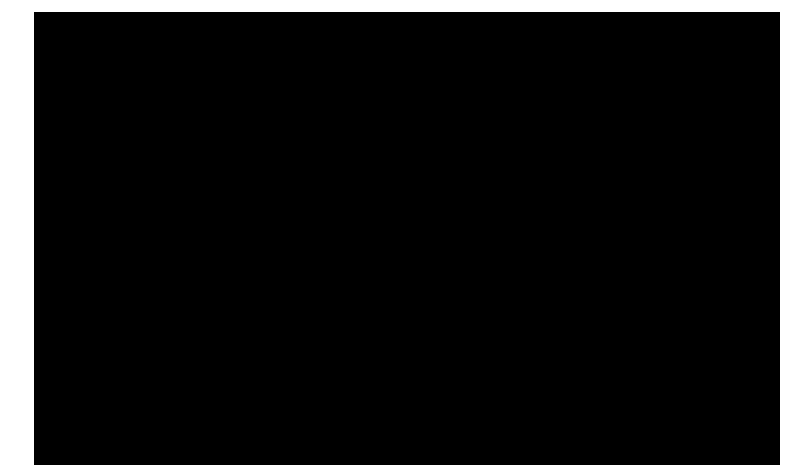
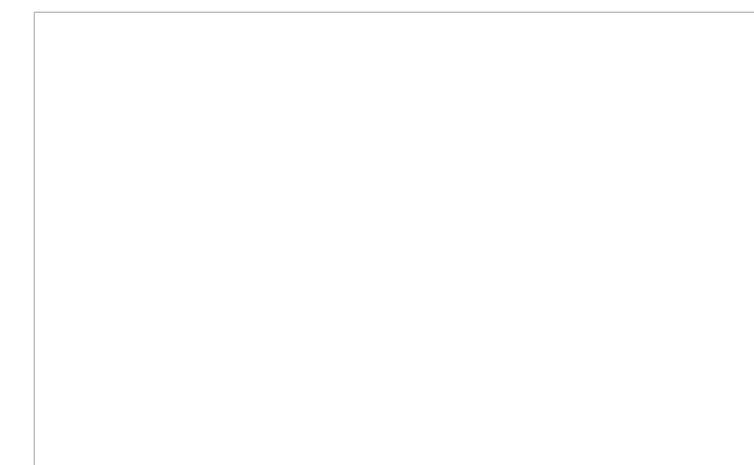
CMYK 0.0.0.0
RGB 255.255.255
HEX #FFFFFF

EIT Green

CMYK 63.3.100.0
RGB 107.183.69
HEX #6BB745

Black

CMYK 0.0.0.100
RGB 0.0.0
HEX #000000



Visual Identity

Colour Palette

Typography

Imagery

Stationary & Other

Logo in Practicce

Supporting Colours

In addition to the core colours, a supporting palette of harmonious colors has been defined to sit alongside the core colours.

Limit the number of supporting colors used in a single piece so they do not overpower the reader.

In some applications, colour gradients can be used that start with the main blue colour (Pantone Reflex Blue) and change into the second main colour (EITM Red Magenta).

Dark Blue

CMYK 100.80.12.63
RGB 3.18.65
HEX #031241



Light Blue

CMYK 55.5.0.0
RGB 115.196.238
HEX #73C4EE



Yellow

CMYK 0.19.89.0
RGB 253.205.21
HEX #FDCD15



Medium Grey

CMYK 0.0.0.50
RGB 152.152.152
HEX #989898



Gradient

 CMYK 100.80.0.0
RGB 3.78.162
HEX #034EA2
PANTONE™ Reflex Blue

 CMYK 16.97.52.2
RGB 205.21.79
HEX #CD154F



3

Typography

Typography is also a distinct and crucial part of our identity. When applied consistently, our typeface provides not only a strong visual link across various materials and communication, but also assures legibility and clarity.

It is also a strong “tool” to manage content hierarchies, calibrating copy for sharpness or boldness, according to the tone adopted for each moment.

Use of typefaces not specified within this brand book is not permitted.

Primary Typeface

Titillium is the primary typeface.

It is a fresh, modern typeface that reflects our personality. The full type family can be downloaded free of charge for use within printed materials, letterheads etc from the following link:

<http://www.fontsquirrel.com/fonts/Titillium>

Titillium should also be used for websites.

AaBbCcDd1234

Titillium Light

abcdefghijklmnopqrstvwxyz
ABCDEFGHIJKLMNOPQRSTUVWXYZ
1234567890

Aliquonem nosandi gnimus ame simi, cusaeperia vel il is volut ut ad quam aliquam eost, ulparibea deligni hitaque doluptatenem demolorpore voluptint faccab inimoluptum, cor apiet que nullis eum a praes que voluptisquis des ex et et as prescidus adi imendiae et et ommollectota quibus.

Titillium Regular

abcdefghijklmnopqrstvwxyz
ABCDEFGHIJKLMNOPQRSTUVWXYZ
1234567890

Aliquonem nosandi gnimus ame simi, cusaeperia vel il is volut ut ad quam aliquam eost, ulparibea deligni hitaque doluptatenem demolorpore voluptint faccab inimoluptum, cor apiet que nullis eum a praes que voluptisquis des ex et et as prescidus adi imendiae et et ommollectota quibus.

Titillium Semi Bold

abcdefghijklmnopqrstvwxyz
ABCDEFGHIJKLMNOPQRSTUVWXYZ
1234567890

Aliquonem nosandi gnimus ame simi, cusaeperia vel il is volut ut ad quam aliquam eost, ulparibea deligni hitaque doluptatenem demolorpore voluptint faccab inimoluptum, cor apiet que nullis eum a praes que voluptisquis des ex et et as prescidus adi imendiae et et ommollectota quibus.

Titillium Bold

abcdefghijklmnopqrstvwxyz
ABCDEFGHIJKLMNOPQRSTUVWXYZ
1234567890

Aliquonem nosandi gnimus ame simi, cusaeperia vel il is volut ut ad quam aliquam eost, ulparibea deligni hitaque doluptatenem demolorpore voluptint faccab inimoluptum, cor apiet que nullis eum a praes que voluptisquis des ex et et as prescidus adi imendiae et et ommollectota quibus.

Alternative Typeface

Calibri is the alternative typeface for any document created using MS Office programmes, e.g. Word, PowerPoint, Excel as well as for any email or electronic signature.

Calibri should only be used where the document being worked on will eventually be sent to an end user who is unlikely to have Titillium installed on their computer.

When using this font in Microsoft Word/Emails, body text should be set no larger than 11pt.

AaBbCc123

Calibri Light

abcdefghijklmnopqrstuvxyz
ABCDEFGHIJKLMNOPQRSTUVWXYZ
1234567890

Aliquuntem nosandi gnimus ame simi, cusaeperia vel il is volut ut ad quam aliquam eost, ulparibea deligni hitaque doluptatenem demolorpore voluptint faccab inimoluptum, cor apiet que nullis eum a praes que voluptisquis des ex et et as prescidus adi imendiae et et ommollectota quibus.

Calibri Regular

abcdefghijklmnopqrstuvxyz
ABCDEFGHIJKLMNOPQRSTUVWXYZ
1234567890

Aliquuntem nosandi gnimus ame simi, cusaeperia vel il is volut ut ad quam aliquam eost, ulparibea deligni hitaque doluptatenem demolorpore voluptint faccab inimoluptum, cor apiet que nullis eum a praes que voluptisquis des ex et et as prescidus adi imendiae et et ommollectota quibus.

Calibri Bold

abcdefghijklmnopqrstuvxyz
ABCDEFGHIJKLMNOPQRSTUVWXYZ
1234567890

Aliquuntem nosandi gnimus ame simi, cusaeperia vel il is volut ut ad quam aliquam eost, ulparibea deligni hitaque doluptatenem demolorpore voluptint faccab inimoluptum, cor apiet que nullis eum a praes que voluptisquis des ex et et as prescidus adi imendiae et et ommollectota quibus.

Subsidiaries Typeface

Microgramma is the subsidiaries typeface.

[It is the same typeface used for the text of the EIT Manufacturing logo.]

'Manufacturing' is written in 'title mode', with a capital M. The name of the subsidiaries must be only written in capital letters and its size is 50% smaller than the M in Manufacturing.

ABC123

MICROGRAMMA

ABCDEFGHIJKLMN
OPQRSTUVWXYZ
1234567890

ALIUUNTEM NOSANDI GNIMUS AME
SIMI, CUSAEPERIA VEL IL IS VOLUT UT
AD QUAM ALIQUAM EOST, ULPARIBEA
DELIGNI HITAUQUE DOLUPTATENEM
DEMOLORPORE.



Location aligned left
Font: Microgramma
Colour: EITM Green

4

Imagery

The use of photography can add impact and dynamism to your publications.

Choosing the right photography can help convey atmosphere, personality and emotion to your publications and will help you tell your story.

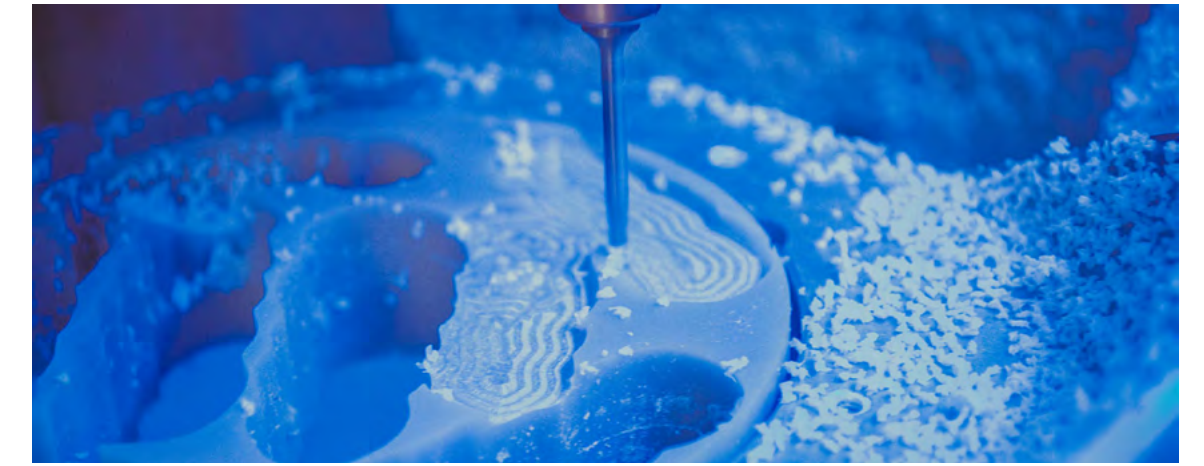
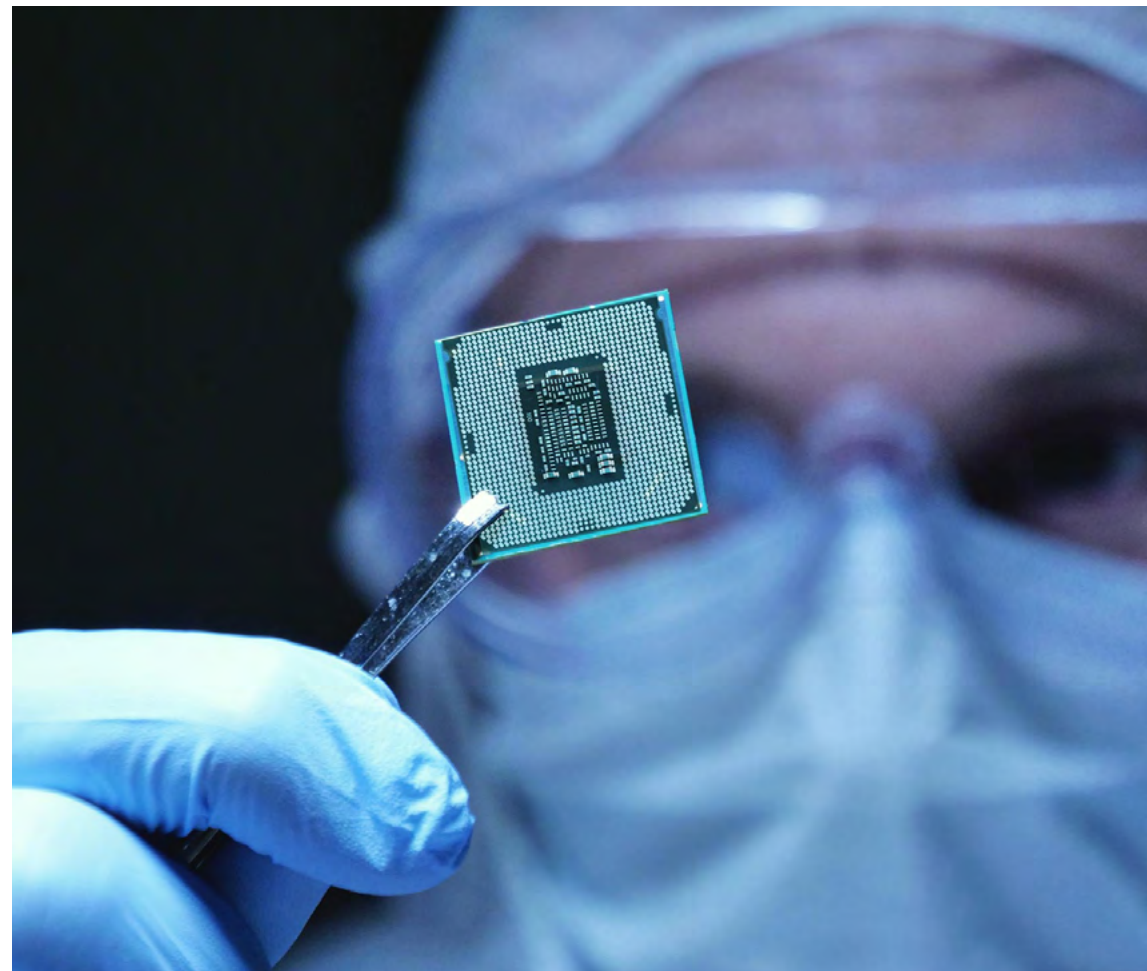
Look for images that are 'natural', try to avoid 'staged' images that show cliches and stereotypes.

Use imagery that adds value and is relevant to the content. Make sure that your images reflect diversity and gender balance.

Key Images

'Key Images' are a core part of our brand – they deliver our brand personality and associations through close crops, shallow depth-of-field and a shift in focus. These techniques intrigue, fascinate and hook the audience.

'Key Images' should be used at the beginning of an audience journey, provoking the user to discover more and instantly connect with our brand values and associations.

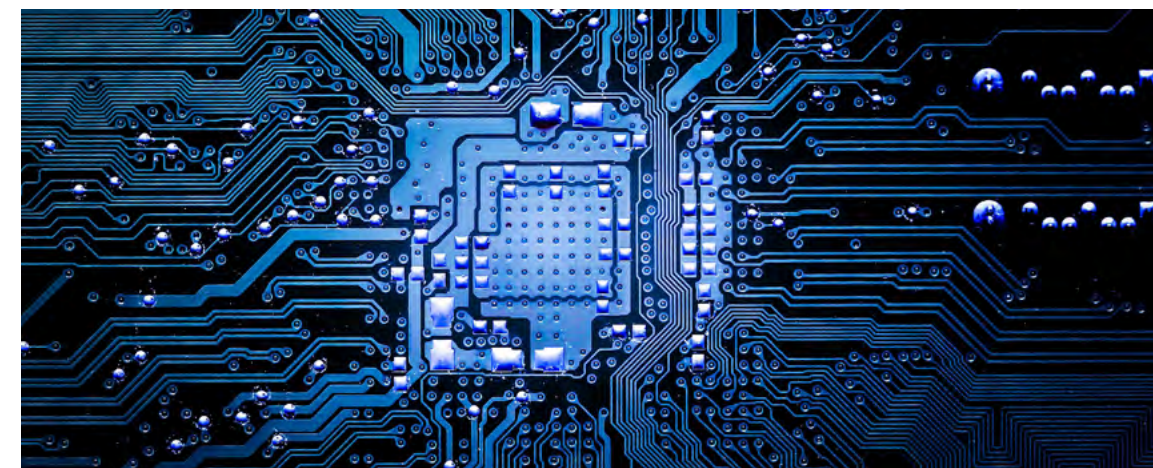
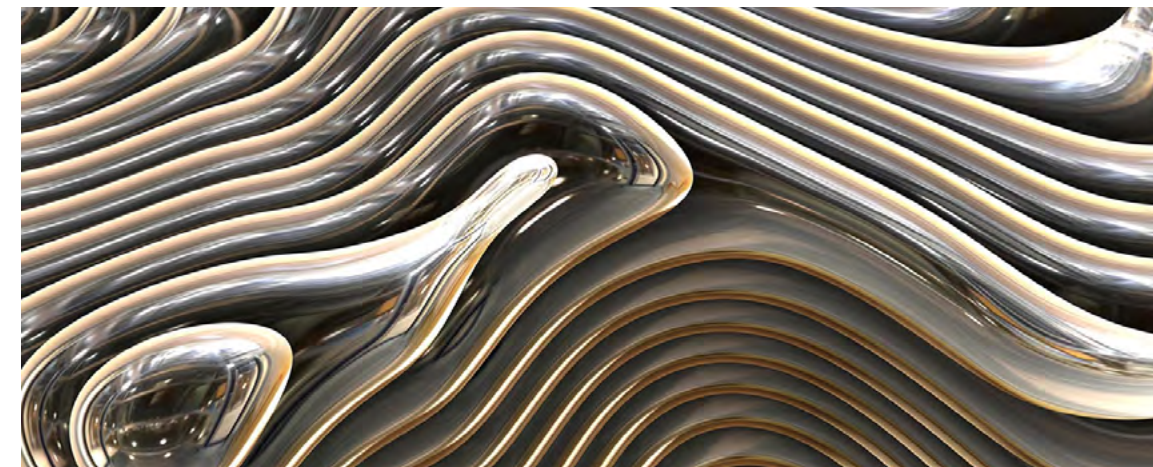
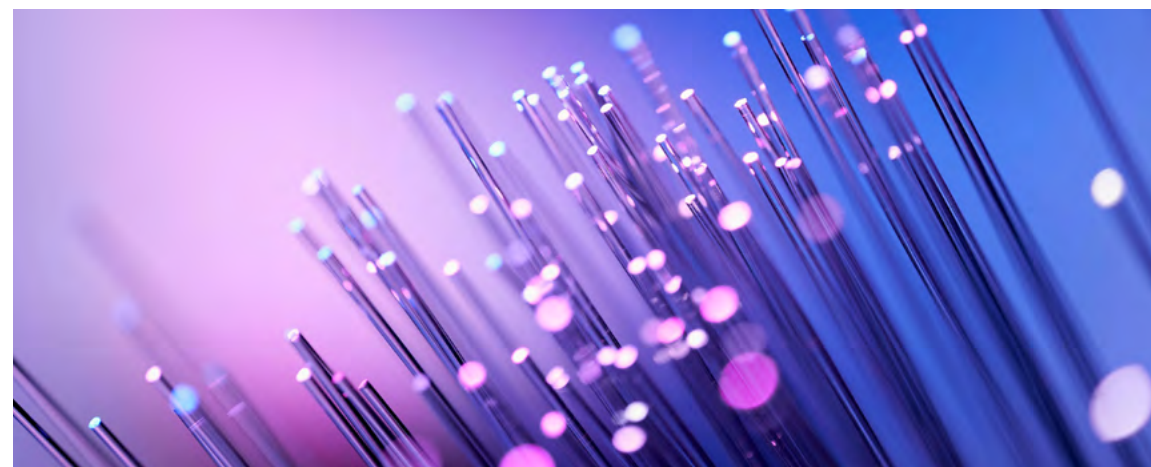
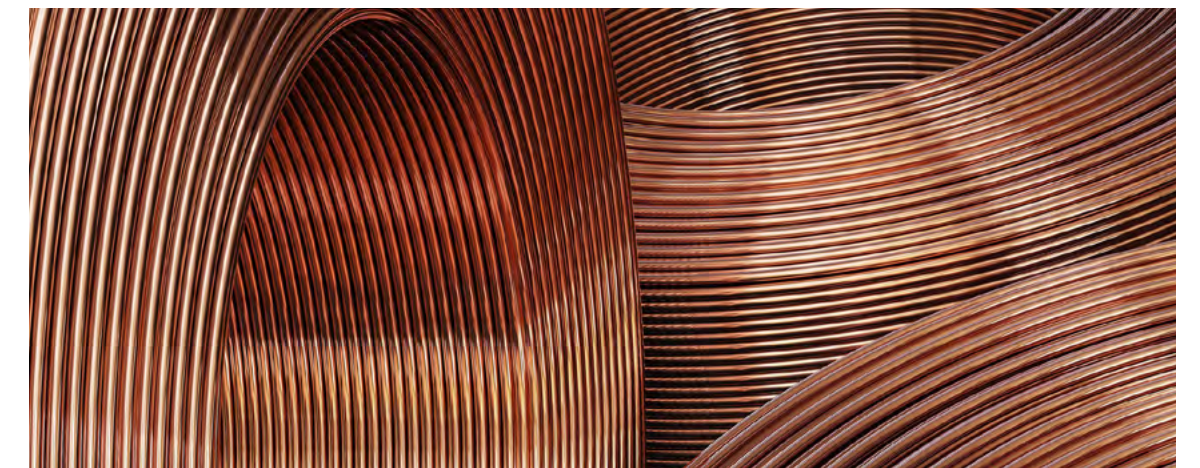
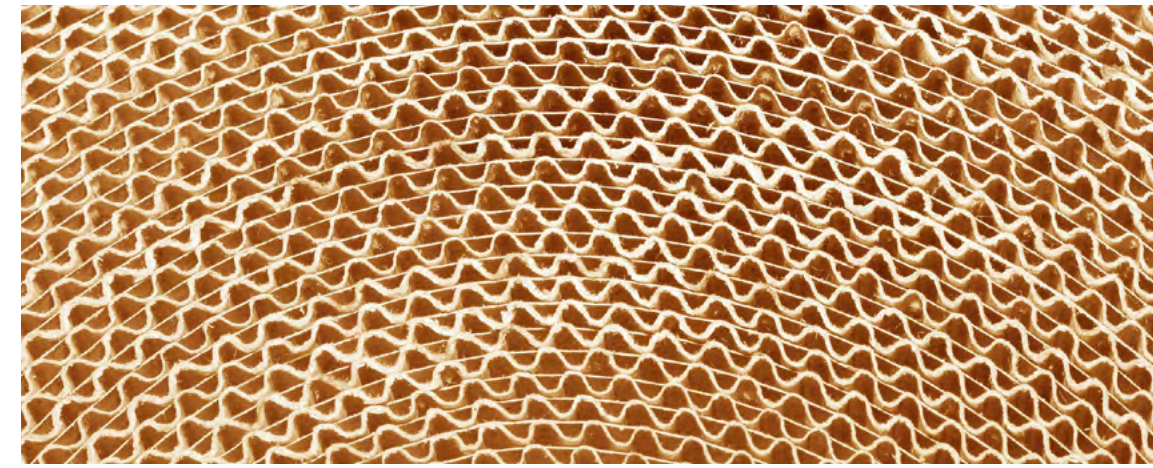
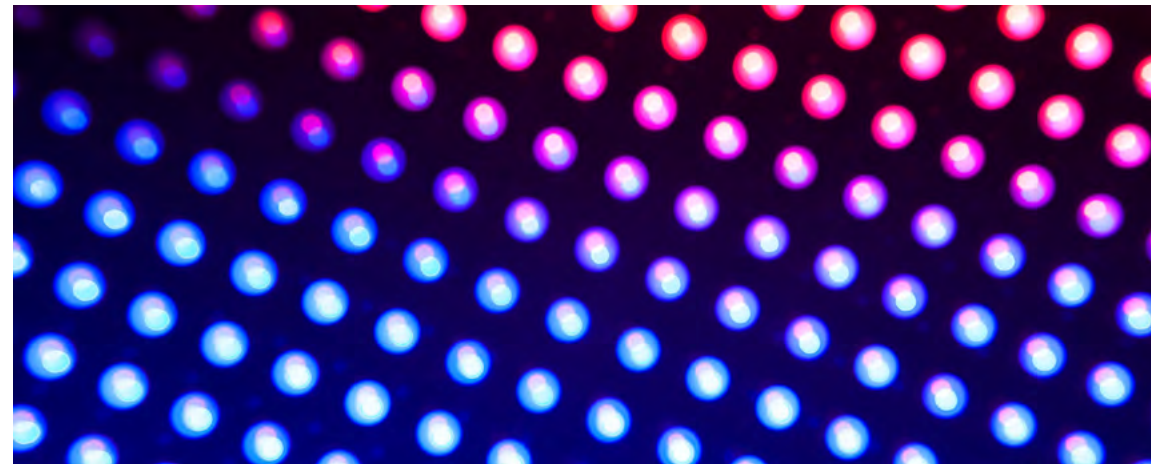
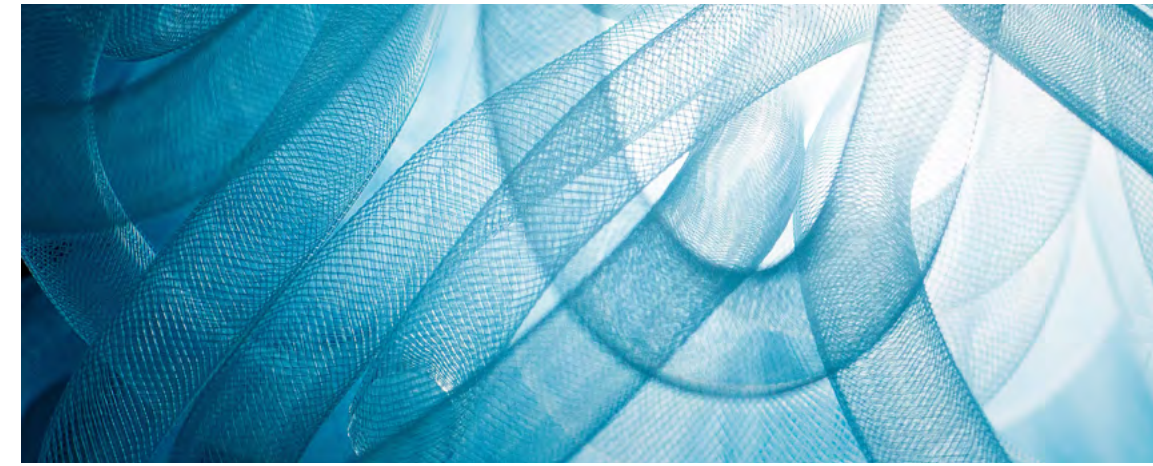
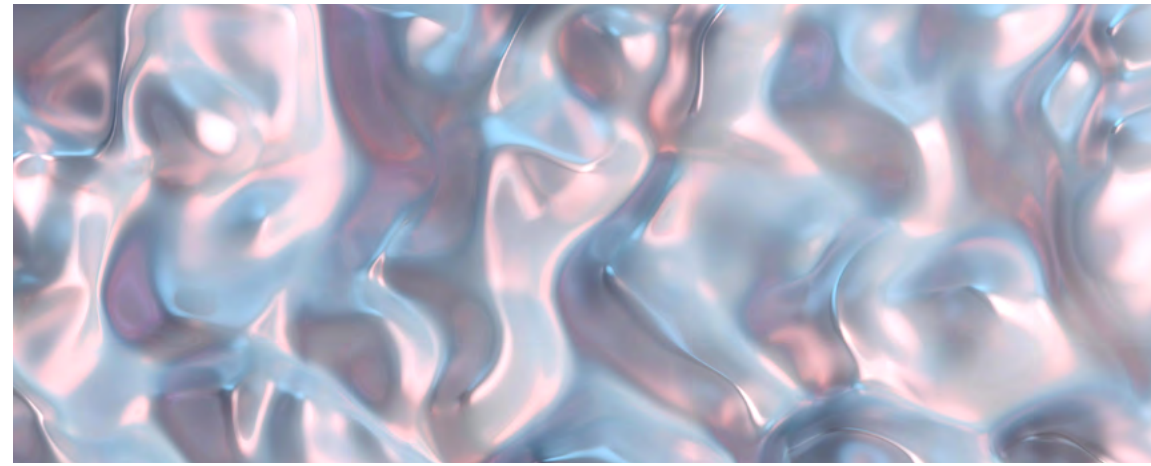
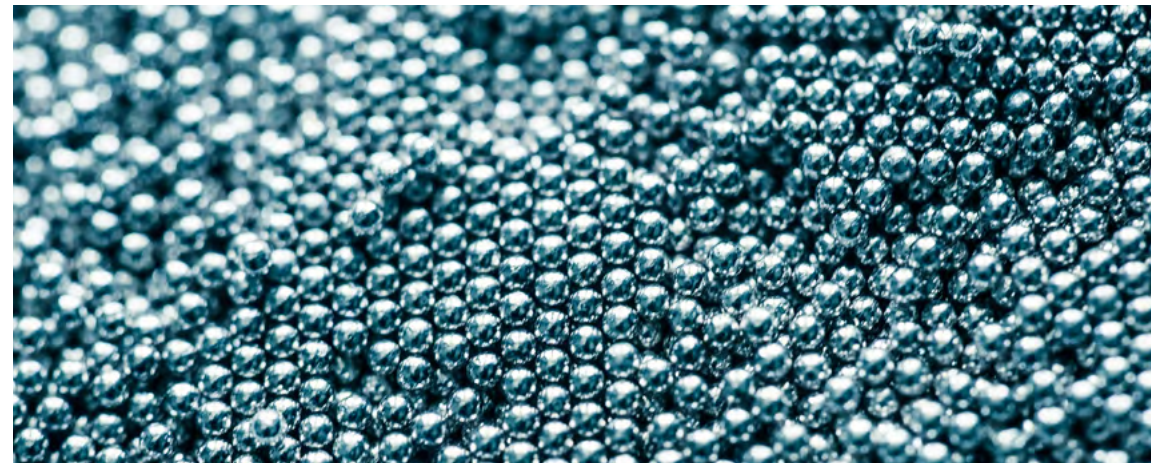


Abstract Images

'Abstract Images' continue the audience journey.

They help tell a story and provide visual context, allowing the audience to pause for consideration.

'Abstract Images' should follow hero images and feature images of medium focus. Wherever possible, capture a moment in time that will capture audience attention.



Mood Images

'Mood Images' are the concluding piece in the journey. They provide a moment of reflection through the use of wide-angled imagery.

They should be used in the penultimate part of a guide, resulting in a wider viewpoint and concluding the content.



5

Stationary & Other

At this section are presented some of the applications and resources of our brand.

These are “ready-to-use” resources (artwork files and templates), not only to be used, but also to inspire other brand adaptations to new situations, since it is not possible to design and anticipate all the materials needed in the future.

The aim of all of our communications materials is to engage and inform using a strong, clear and defined brand style.

Any content, messages and words should be presented in a clean, contemporary and clear manner. We promote the use of white space to frame important content, let your document ‘breathe’.

The controlled use of typography and colour can add dynamics and scale to your content.

All of these factors underpin our brand and will maintain a strong and consistent presence across all media.

Basic Stationary

LETTERHEAD

 **eit Manufacturing**

Co-funded by the European Union 

Address: CCCC XXXX | Country: T: +XX XXXX XXXX
E: forename.surname@eit.europa.eu
W: eitmanufacturing.eu

Forename Surname
Address Line One
Address Line Two
Town
Postcode
Country

12 November 2020

Ipsum dolor sit amet, consectetur

suscipit, aliquet tortor ac, tempor massa. Nunc molestie sem in fermentum blandit. Suspendisse feugiat viverra fermentum. Duis

ultrices dignissim. Nulla nisl justo, consectetur eget imperdiet vitae, accumsan vitae dolor. Quisque sagittis ullamcorper mauris, nec vestibulum tellus sagittis congue. Donec pellentesque neque sem, id dapibus lectus ultrices tincidunt. Fusce purus nisl, eleifend vitae feugiat a, facilisis quis purus.

Nulla scelerisque nunc accumsan libero sollicitudin ultricies. Curabitur accumsan consequat mollis.

Morbi porttitor est at lorem dictum, volutpat dictum neque consequat. Nullam vel pharetra mauris. In cursus pharetra dolor, nec congue nibh pretium vel. Integer ac venenatis neque. Maecenas in enim feugiat, ultricies nunc eu, dignissim justo. Duis in mauris a lacus condimentum lobortis. Phasellus varius blandit elit eget fermentum. Sed a vestibulum ligula, non ornare ligula. Pellentesque habitant morbi tristique senectus et netus et malesuada fames ac turpis egestas. Donec eleifend mauris enim, a faucibus tortor fringilla eu. Curabitur vestibulum congue fermentum. In non sagittis libero.

Morbi et arcu ut felis imperdiet scelerisque. Aliquam erat volutpat. Aliquam tellus dui, volutpat in elementum a, euismod quis quam. Class aptent taciti sociosqu ad litora torquent per conubia nostra, per inceptos himenaeos. Etiam sagittis at dolor et eleifend. Maecenas viverra orci vitae ante facilisis convallis ut ac purus. Donec dignissim mattis consectetur. Curabitur lacinia dolor nibh, sit amet congue lectus semper at.

Kindest regards

Name
Position

BUSINESS CARD

 **eit Manufacturing**

XXX
Director of CLC XXX

Paris-Saclay, Nano-INNOV,
2 Boulevard Thomas Gobert,
91120 Palaiseau, France

T: +36 1 xxxxxxx
M: (00) XXXXXX
E: xxx@eitmanufacturing.eu

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Co-funded by the European Union 

Making innovation happen

eitmanufacturing.eu EITManufactur EIT-Manufacturing

EMAIL SIGNATURE

New Message

To Cc Bc



Subject

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed diam nonummy nibh euismod tincidunt ut laoreet dolore magna aliquam erat volutpat. Ut wisi enim ad minim veniam, quis nostrud exerci tation ullamcorper suscipit lobortis nisl ut aliquip ex ea commodo consequat. Duis autem vel eum iriure dolor in hendrerit in vulputate velit esse molestie consequat, vel illum dolore eu feugiat nulla facilisis at vero eros et accumsan et iusto odio dignissim qui blandit praesent luptatum zzril delenit augue dui dolore te feugait nulla facilisi.

John Philips ...
Head of ... Function Name

Centre d'Intégration Nanoinnov
8 Avenue de la Vauve, Palaiseau
Paris
France

T: +00 000 000 000
M: +00 000 000 000
E: john.ppppp@eit.europa.eu
W: www.eit.europa.eu

 **eit Manufacturing**  Co-funded by the European Union

Send

Files ready to use available here.

Online Meeting Backgrounds



Roll Ups

The use of branded banners build brand awareness, provide information and express the distinctive personality of our activity. Banners can be created in varying sizes and are mobile for easy placement around your corporate location or venue.

It is important to maintain consistency across all communications so the same guidelines apply with regards to graphic elements, imagery and typography.

Five layouts for roll-up banners have been designed. They can be used as in a stand-alone mode or in a combined set.

[Files ready to use available here.](#)

INSTITUTIONAL



PILLARS



INNOVATION



BUSINESS CREATION



EDUCATION 1



EDUCATION 2

PPT Templates

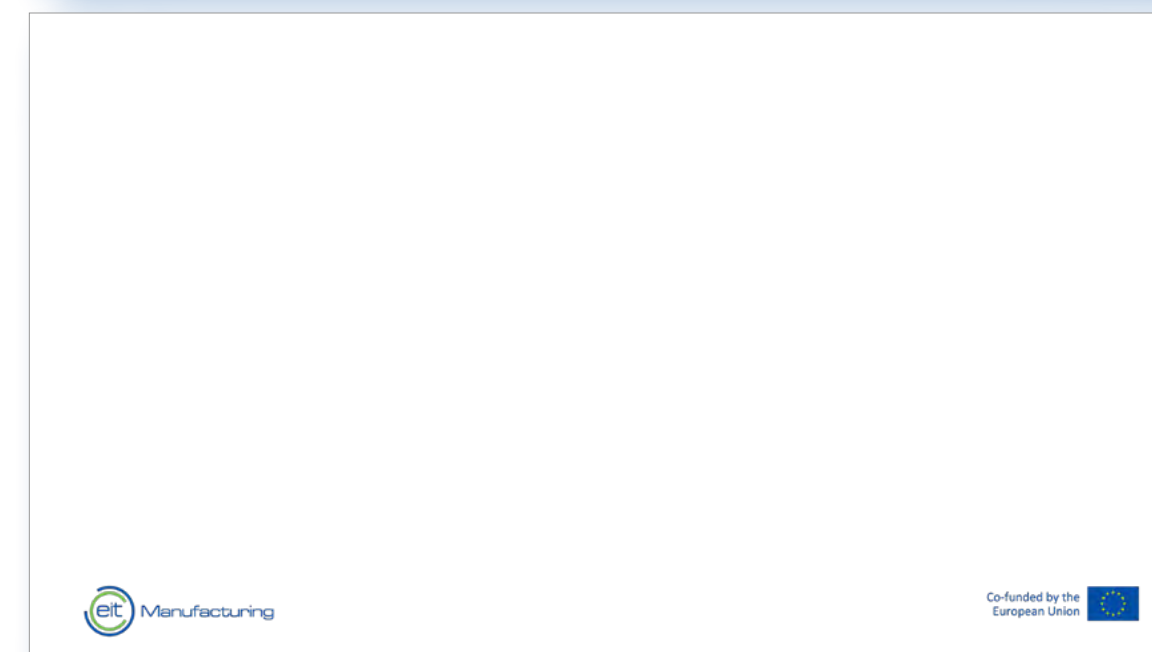
Two examples of PPT design:
The **'Corporate Presentation'** that is Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed diam nonummy

and the **'Basic'** that is Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed diam nonummy

Important: All slides have to include the EITM logo and the EU Co-branding (EU Emblem and sentence).

[Files ready to use available here.](#)

BASIC



CORPORATE



A4 Folder



COVER

UNFOLDED



STATIONARY & OTHER

Files ready to use available here.

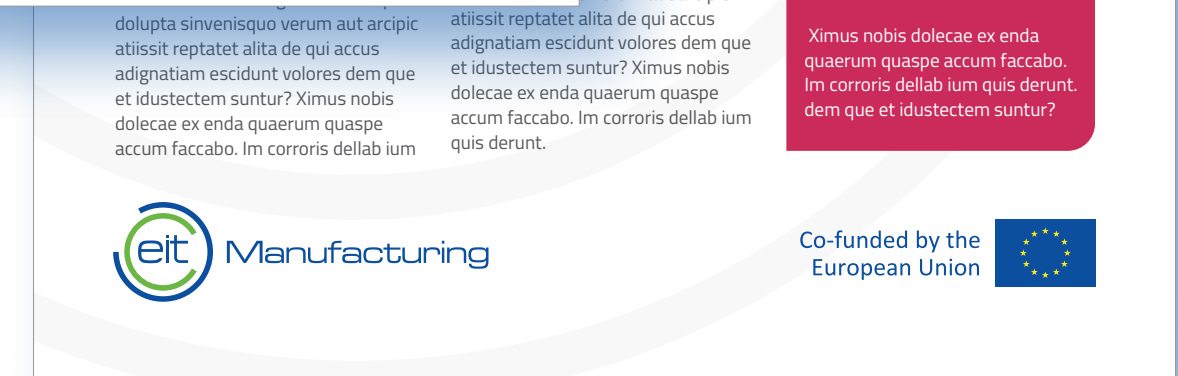
Factsheet Template



TEMPLATE A



TEMPLATE B



Logo in Practice

Stationary & Other

Imagery

Typography

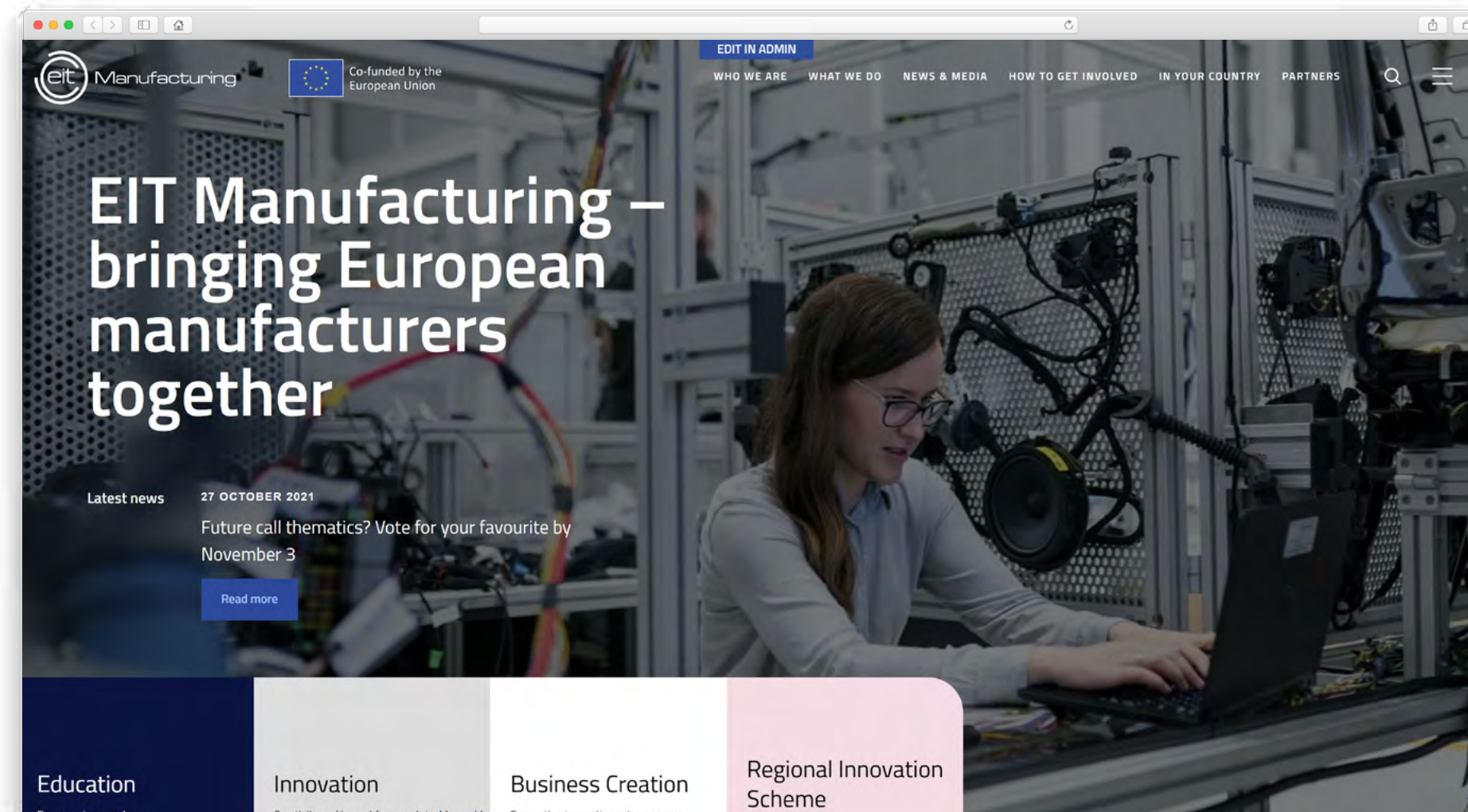
Colour Palette

Visual Identity

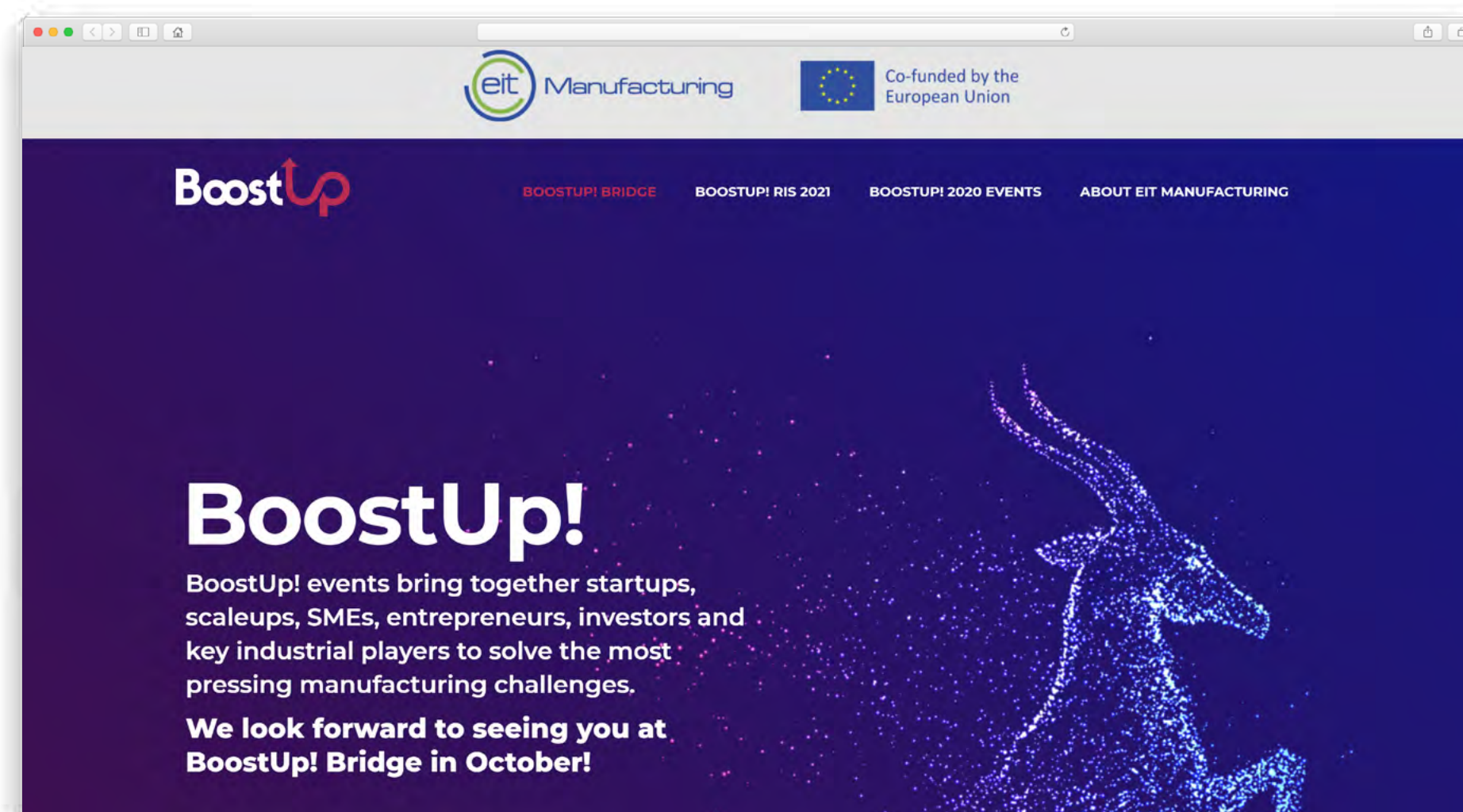
Website

All digital media relating to the EIT Manufacturing must adhere to the Brand info on Header (always visible upon scrolling) and also footer. Emblem must always feature. This applies to websites, social media, banner ads and videos.

INSTITUTIONAL



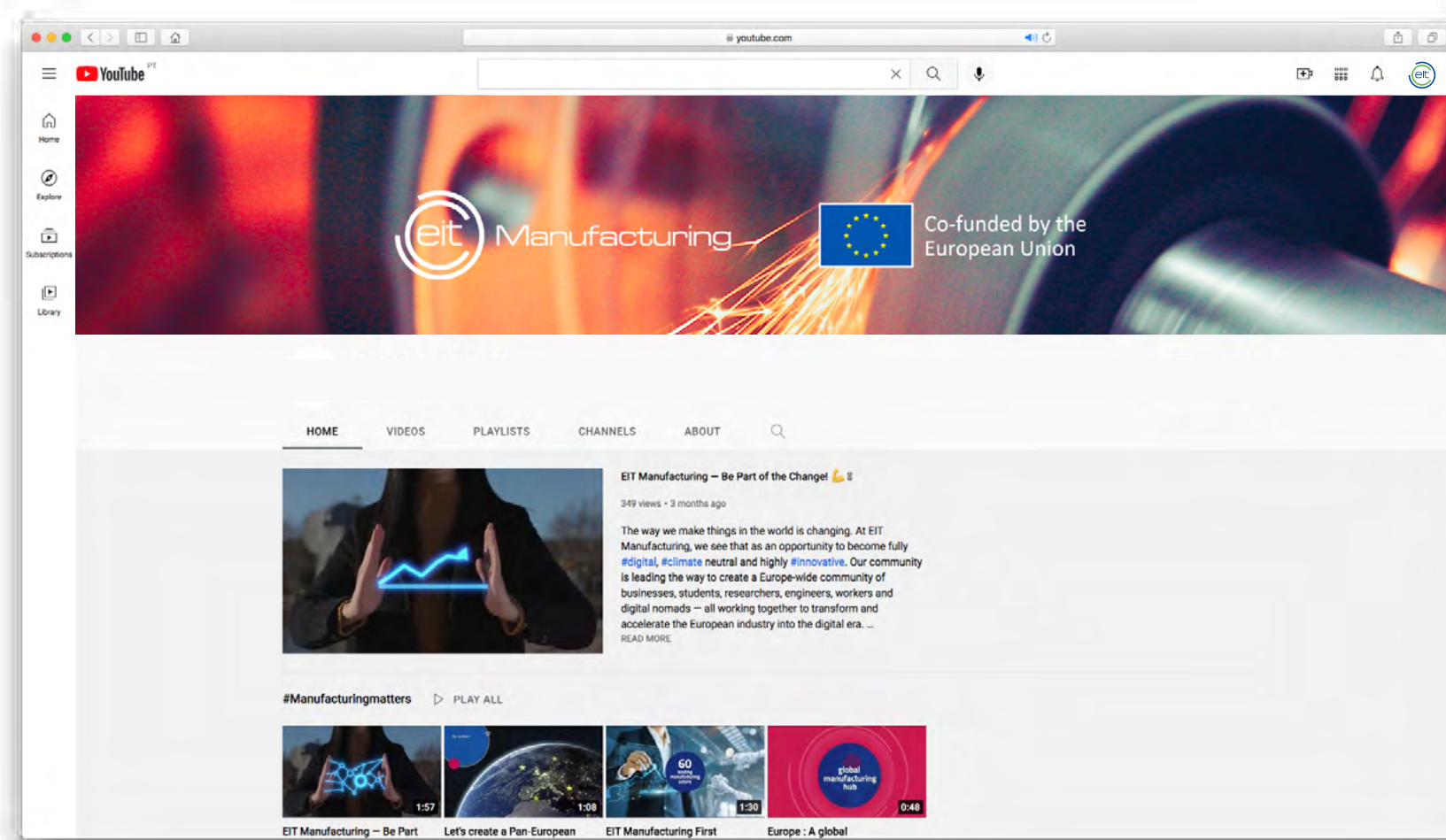
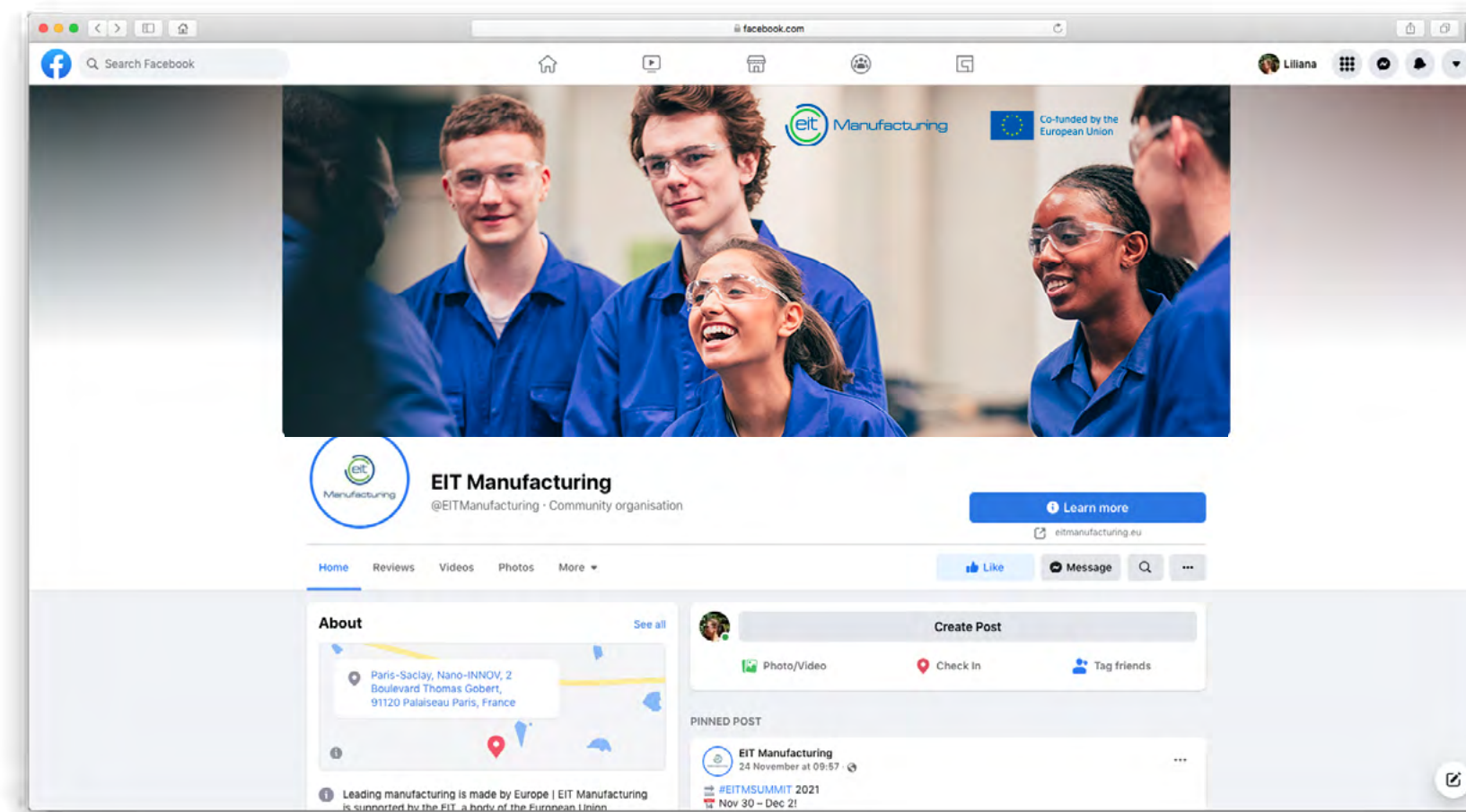
COMMUNITY



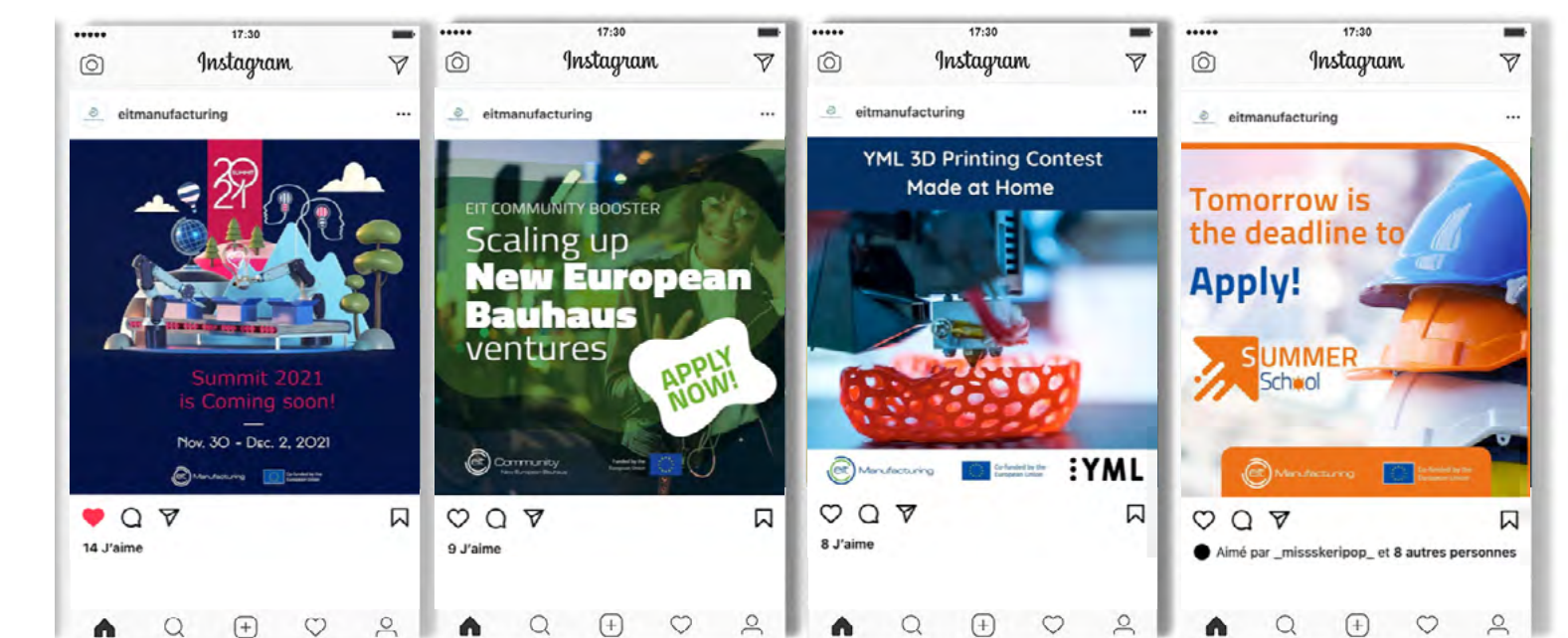
Social Media

Our social media channels play an important role in connecting with our audiences and establishing the consistent look and feel of the EIT Manufacturing. On social media, the EIT Manufacturing logo and the EU emblem must be clearly visible to visitors, with a clear, bold cover image representing our brand. In bios, EIT and EU support should be clearly visible.

PROFILE EXAMPLES



POST EXAMPLES



Videos

All videos must include the brand elements (EIT Manufacturing logo and EU emblem + sentence) in the opening (Intro) and closing (Outro). Another possibility is to have the combined logo as a watermark through the duration of the full video.

[Files ready to use available here.](#)

INTRO 1



OUTRO 1



INTRO 2

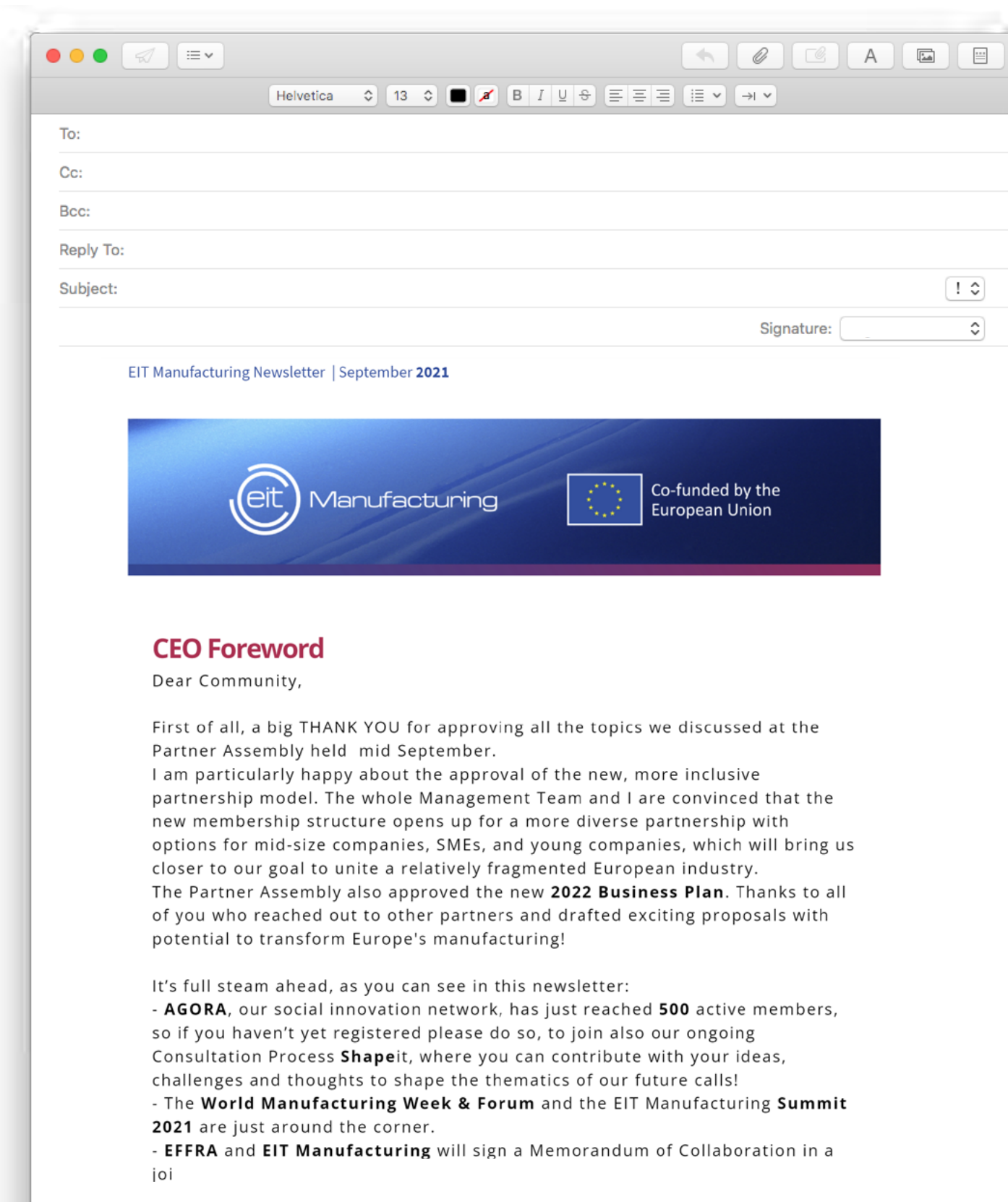


OUTRO 2

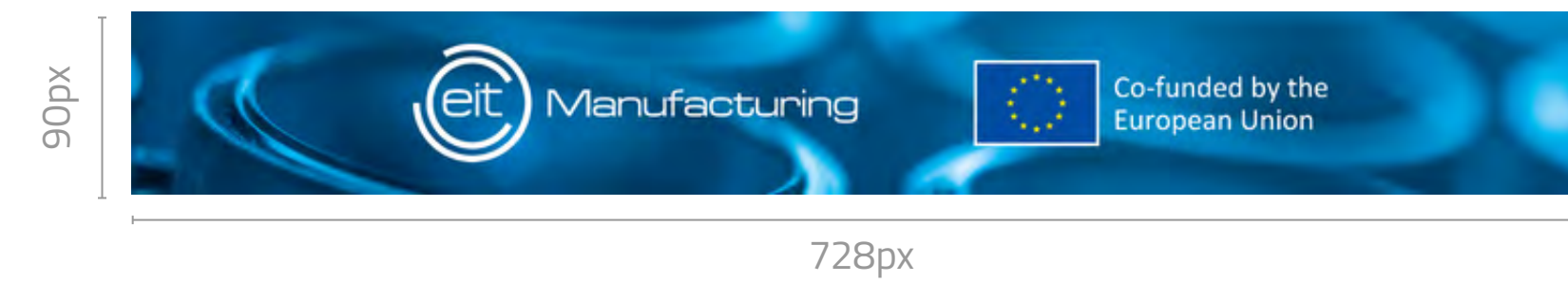


Newsletters

When producing newsletters, follow the basic design principles as laid out in this brand book. The EIT Manufacturing logo and EU emblem should always appear at the top of the newsletter and should follow the size conventions as described in the Logo chapter. Keep imagery to a minimum as it will have an impact on the overall file size.



Web Banners



6

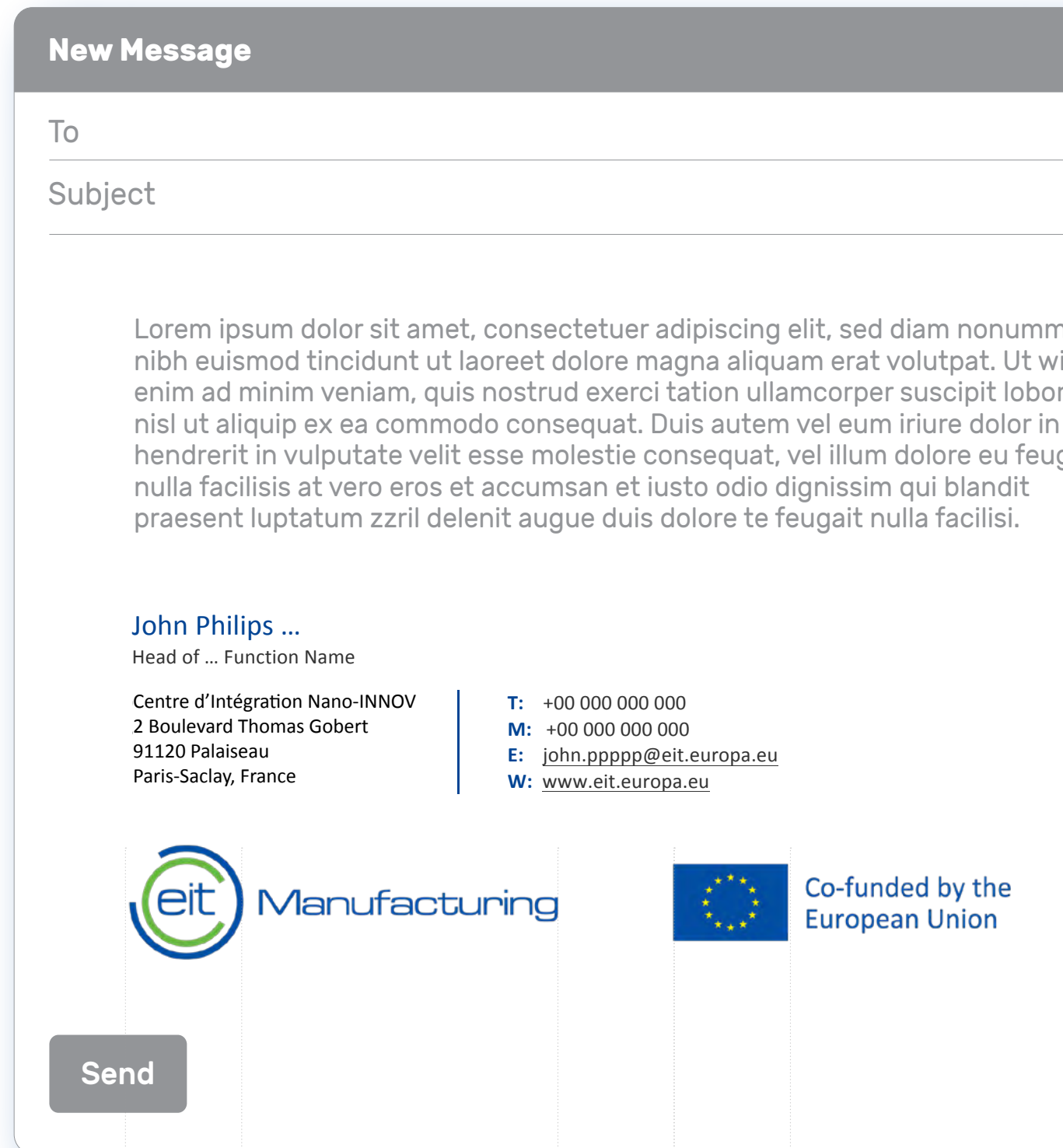
Logo in Practice

This section shows how the EIT Manufacturing logo and the EU Co-Branding (EU Emblem and sentence) should be used together (combined) in the same page or screen, as well as some other recommendations to ensure good legibility and integrity.

Combined Logos

Each time the EIT Manufacturing logo is used, it must be prominently accompanied by the EU emblem and sentence acknowledging EU support.

The EU emblem must always be presented the same width as the EIT Manufacturing brandmark, even when they appear separately.

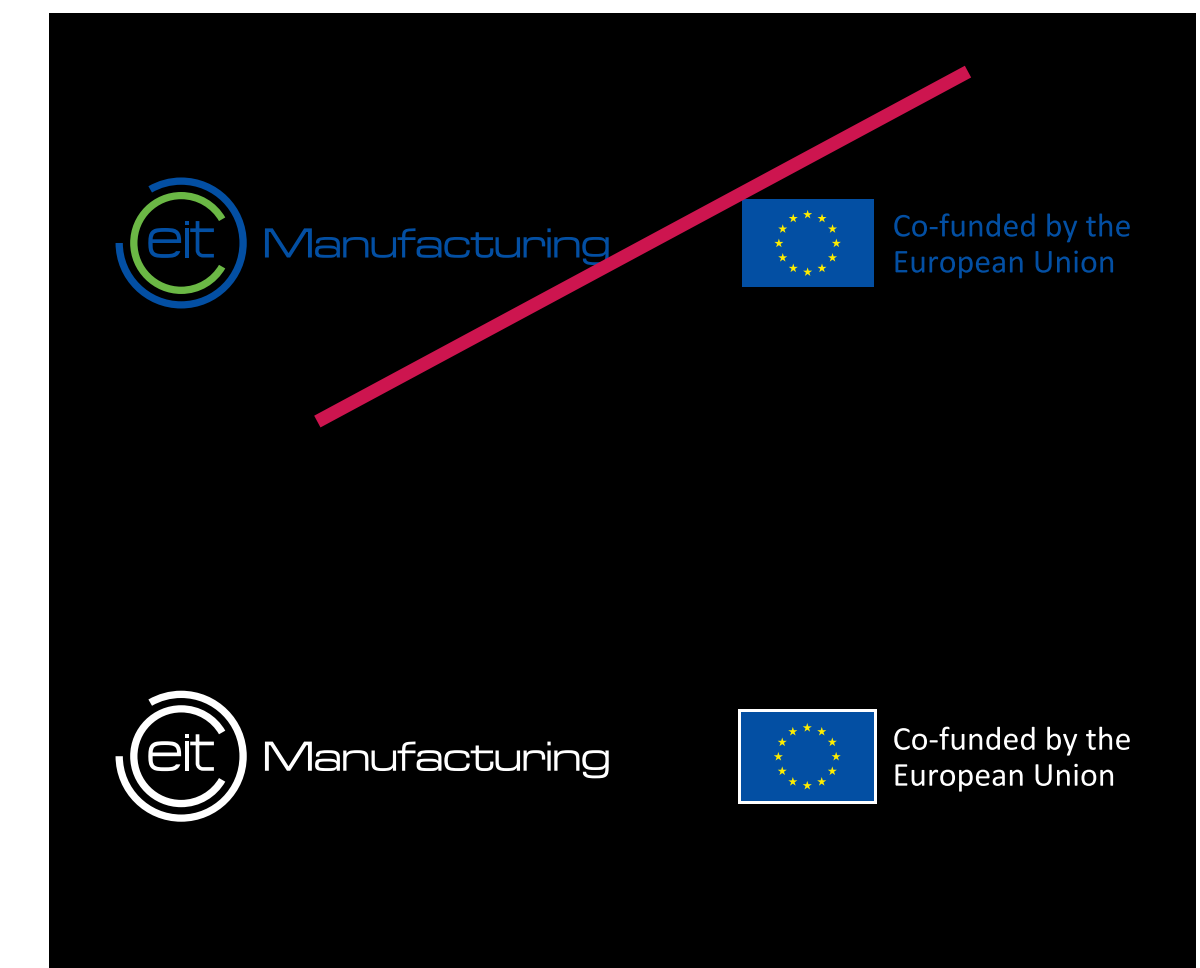
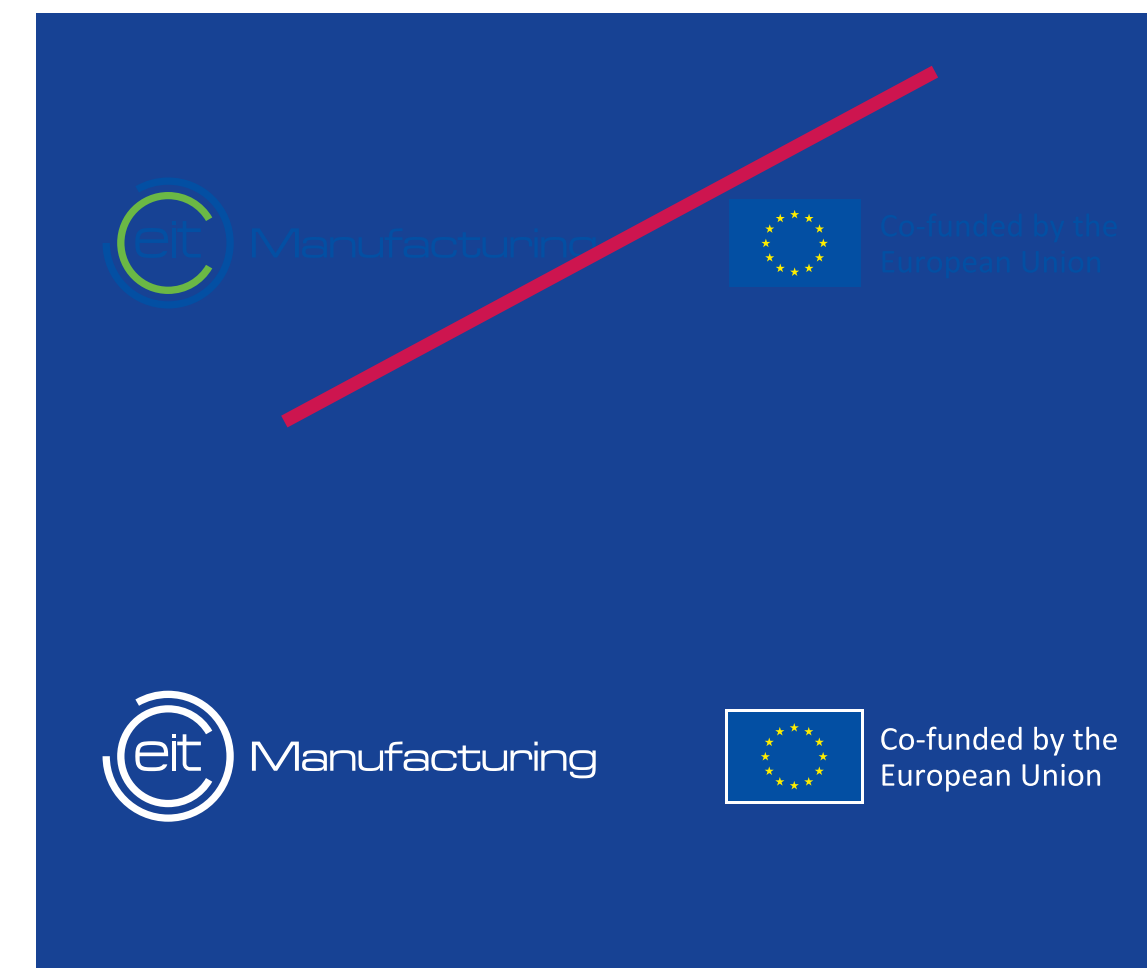
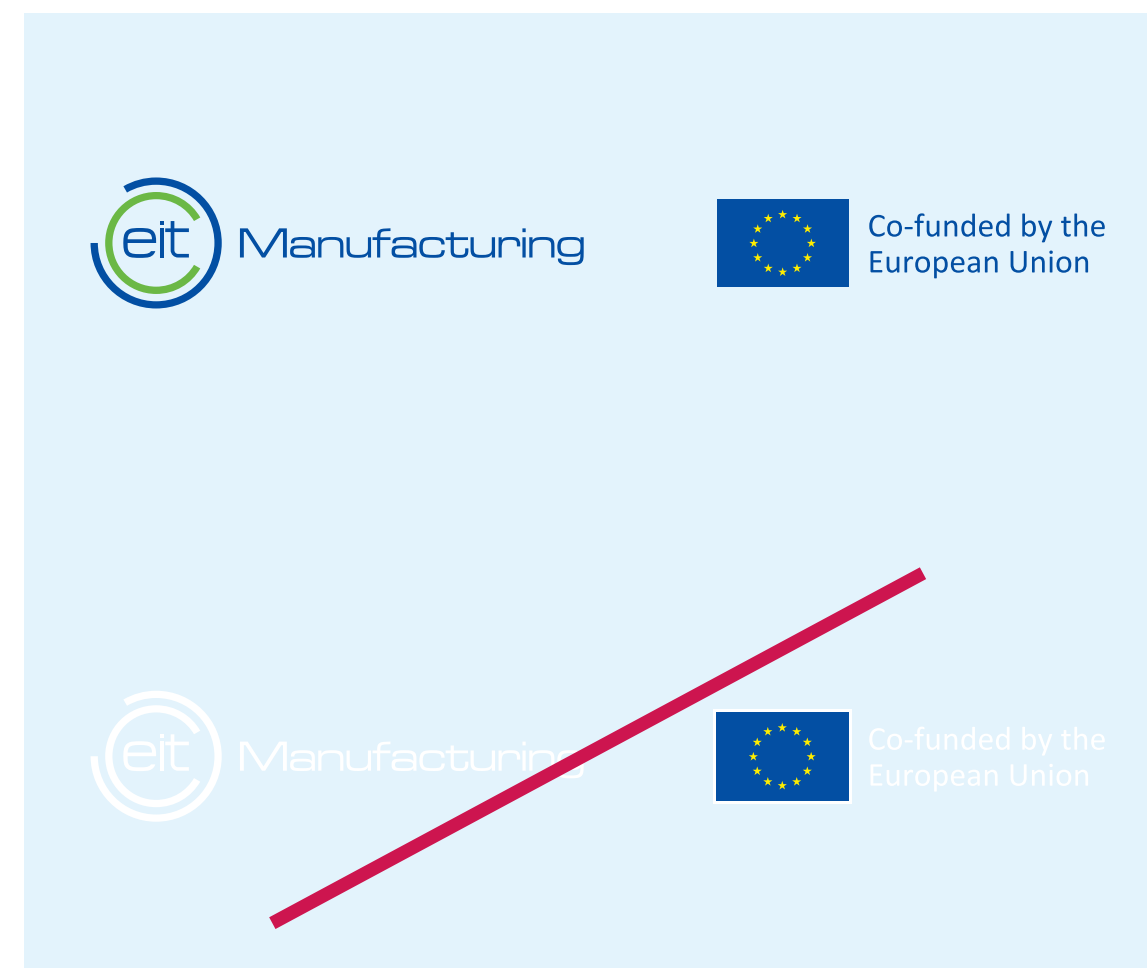
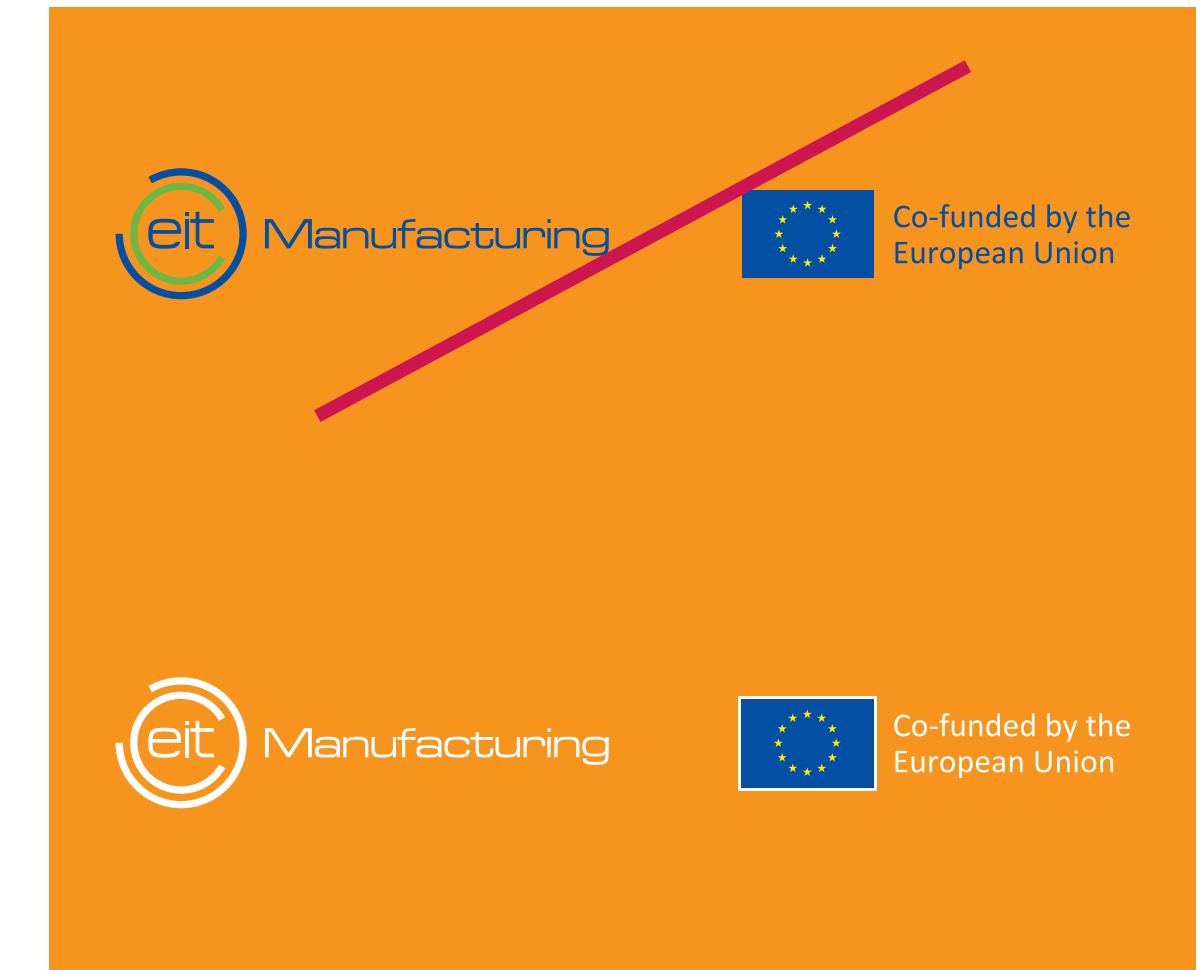
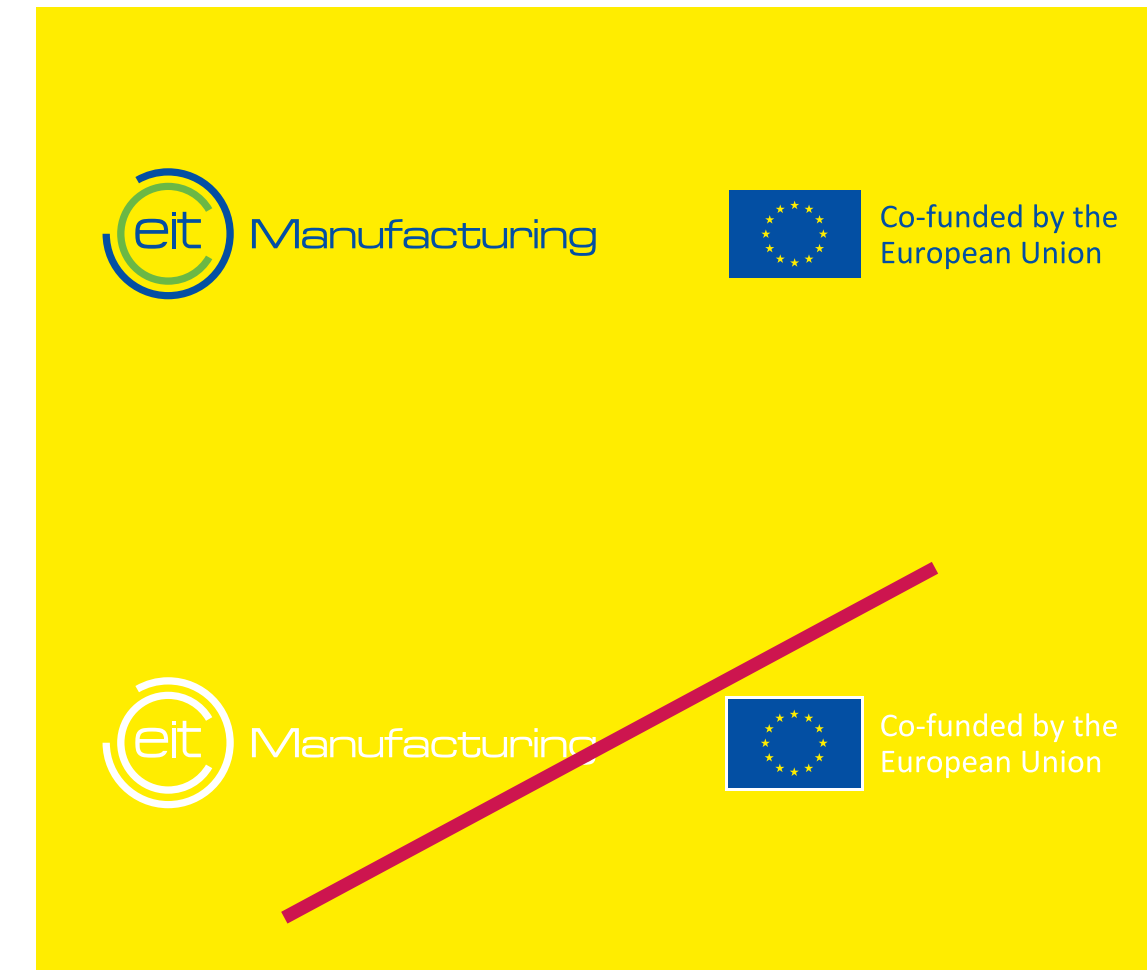
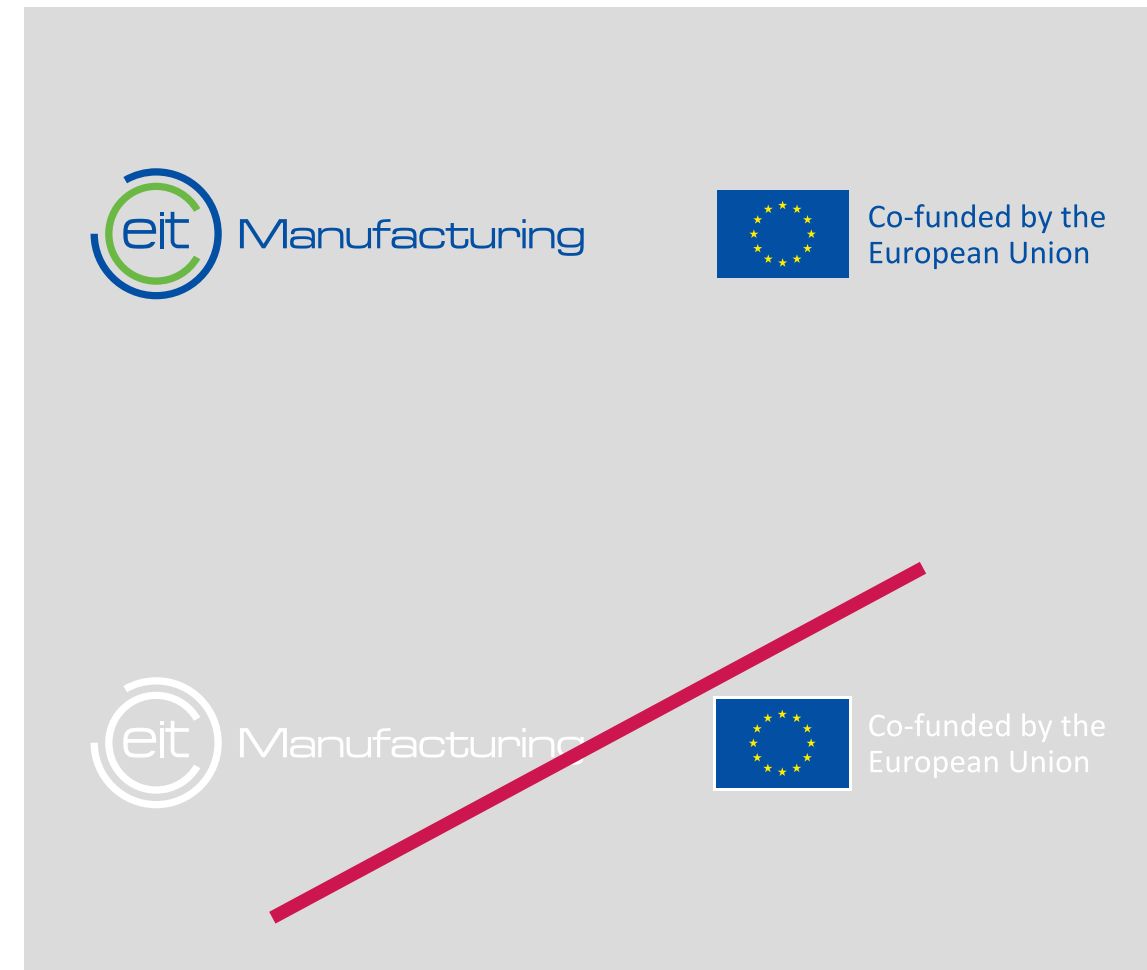


Colour Backgrounds

The use of the logo over coloured backgrounds is inevitable, due to the broad number of uses and media.

The selection of backgrounds should ensure adequate contrast to the logo and guarantee the appropriate legibility and visibility.

Preference should be given to the version of the logo that best guarantees contrast with the coloured backgrounds and ensures maximum legibility. The colours used here should only be taken just as a reference.



Background Images

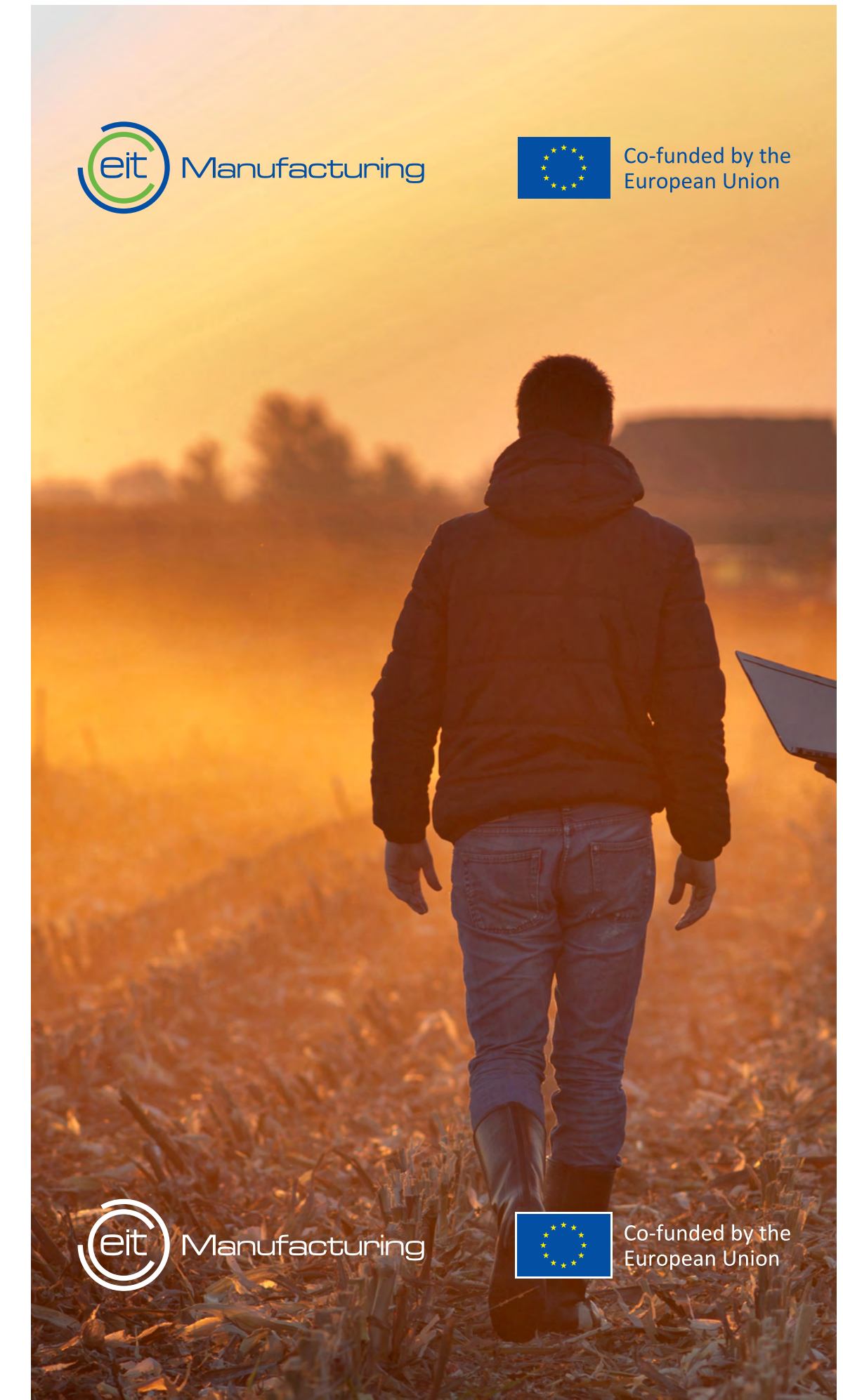
The use of the logo over background images is inevitable, due to the proliferation of media and creativity.

The logo can be used on photographic backgrounds in the main version, if applied in very clear areas of the photo.

However, in areas of great chromatic variation, the application of the polychromatic version should be avoided, to ensure that brand visibility is not compromised. Thus, in polychromatic images the monochrome or reversed versions of the logo should be used, over light or dark colored areas.

Preference should be given to the version of the logo that best guarantees the contrast with the background and ensures maximum legibility.

Images and logo use should be taken only as a reference.



Promotional Items



Community Offices

Branding guidelines also apply to signage and design elements in office buildings.

Ensure visual branding is in line with the principles in this brand book.



Brand Helpline

brandhelpline@eitmanufacturing.eu

Brand Corner

[All files ready to use available here.](#)



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