



CEDEFOP

European Centre for the Development
of Vocational Training

Area Resources

Finance and Procurement, Procurement Service

Thessaloniki, 09/01/2013

OPEN INVITATION TO TENDER

AO/RPA/GRUSSO-ABARA/Narrative of learning from the low skilled/022/12

‘Narrative of career/ labour market related learning of low skilled workers’

Clarification 1-Questions and answers

Question 1

We would like to ask you the following clarification on the requirements detailed in the TORs of the tender in the object of this mail as regards the research team of experts:

Taking into account that in Italy the PhD qualification has been introduced late, by Law 28 / 1980, it is possible for an Italian senior expert, having a University degree on relevant studies obtained nine years before that date, a relevant specialisation (Baccalaureate specialisation in General Teaching and Methodology) issued by the “Pontificia Università Salesiana” and a very long and certified experience in research activities (40 years experience), to candidate for one of required senior positions, even if he or she has not the PhD qualification required?

Cedefop answer 1

Given the reform of university post graduate degrees introduced in Italy by the above noted law, Cedefop shall exceptionally apply the following criteria regarding the academic credentials of the Team leader and the Senior experts:

“The Tenderer’s research team, who will be proposed to implement the contract, must comply with the following requirements:

The Team Leader:

- University degree (PhD) in Social Sciences: culture anthropology, educational studies, or sociology OR four academic publications in refereed international journals, where these publications must have undergone a standard referee procedure.
- at least 7 years of experience in research project management;
- at least 7 years of experience in each of the following fields: Qualitative research methods (biographical research and narrative analysis) and lifelong learning research.

There must be at least one senior expert complying with the following profile:

Senior Expert:

- University degree (PhD) in Psychology: cognitive psychology or personality psychology or social psychology or narrative psychology OR four academic publications in refereed international journals, where these publications must have undergone a standard referee procedure.
- at least 5 years of experience in each of the following fields: narrative analysis, research on resistance to learning.

Other Senior Experts must have the following profile:

Senior Expert:

- University degree (PhD) in Social Sciences: culture anthropology, educational studies, or sociology OR four academic publications in refereed international journals, where these publications must have undergone a standard referee procedure.
- at least 5 years of experience in each of the following fields: research on resistance to learning or lifelong learning or learning for marginalized/at-risk groups and narrative analysis.

Question 2

The title requested to the senior experts (PhD) is compulsory, meaning that if the experts do not have it is a ground of exclusion, or relevant professional experience in research can be admitted for their presentation?

Cedefop answer 2

Yes, the title requested to the senior experts (PhD) is compulsory, EXCEPT in the specific case in Italy mentioned in the reply to question 1 above.

Question 3

The list of University degrees in Social Sciences: culture anthropology, educational studies, or sociology for senior experts is given as example or it is, again, compulsory? Is there any reference for the specific names of Degrees in the different 27 countries? Or, at least, a list of subjects that the experts have to demonstrate in their study career that can support the proof of academic knowledge in the relevant fields? The same question would be relevant for junior profiles, where also degrees in psychology or sociology seem to be admitted.

Cedefop answer 3

The University degrees as mentioned in the Tender documents are to be considered as examples. Any field of study to be considered as being part of a social sciences context would be accepted, i.e psychology.

Question 4

What happens if by any chance the sub-contractor needs to be changed after the signing of the contract? Is there any possibility to do that and if so, what does it require?

Cedefop answer 4

As per first paragraph of section 4 of the tender documents “Subcontracting is defined as the situation where a contract has been or is to be established between Cedefop and a contractor and where the contractor...”. This means that change of sub-contractor(s) after the signature of the contract is allowed, subject to approval by Cedefop. In such case, any possible agreed change is to be implemented via amendment to the contract.

Question 5

Is there a pre-defined pay rate for the researchers that would be involved in the project, recommended by Cedefop?

Cedefop answer 5

No, there is no pre-defined pay rate for the researchers involved in the project that would be recommended by Cedefop.

Question 6

Is it possible to include in the budget money for gift vouchers for interviewees? Is there any policy against it?

Cedefop answer 6

Cedefop has no policy for or against gift vouchers for interviewees and related budget allocation. It is up to the tenderer to decide whether he should include this sort of expenditure for the performance of

the study, taking into account the total estimated budget proposed in point 1.5 of the tender documents.

Question 7

Taking into account the need to organize country team of experts in order to realize the interviews in the country language We would foresee to engage also adequate non key experts.

It is not clear to us where we are suppose to include their cost: is it possible to put them in the price schedule table (TORs page 26), line 1)?

Cedefop answer 7

Their cost should be included in the price schedule table at line 1- Staff costs.