



Thessaloniki, 24/01/2013

**OPEN INVITATION TO TENDER**  
**AO/RPA/NSOFRO-AZU/Full-Scale-European-Employer-Survey/023/12**  
**'Implementation of an employer survey on skill needs in Europe'**

**Clarification 2 - Questions and answers**

Question 1

We are part of a multinational company. Are we right in assuming that foreign sister or associated institutes which belong to our global organization are not to be considered as subcontractors?

Cedefop answer 1

Yes, entities belonging in the same companies group (this to be shown/described in the submitted "brief company profile") are not considered as subcontractors. For further details on subcontracting, please refer to section 4 of the Tender documents.

Question 2

Who has to sign the following documents: Annex G, Questionnaire 2 and 3? The tenderer (i.e. the lead agency) or each single subcontractor/partner?

Cedefop answer 2

Each consortium member/subcontractor signs the Annex G for the required information which concerns them. The cover letter and any other official document related to the submission of the tender must be signed by the legal representative of the tenderer/consortium leader.

Question 3

Please can you confirm that a quota approach was used in all countries for the pilot survey?

Cedefop answer 3

Please refer to the Draft summary report on Phase 1, 2 and 3, section 5.1, paragraph 3: "For the sampling of the survey, a multi-stratified random sampling procedure was chosen in which the universe was in each country sub-divided into

28 cells, made up by 4 size classes (5 to 9, 10 to 49, 50 to 249 and 250 or more employees) and 7 sector clusters”.

#### Question 4

And are you able to send the full pilot technical report that is mentioned in the brief (we have already received the summary report)? If it is not possible to send the technical report, can you provide the response rate outcomes for each country in the pilot?

#### Cedefop answer 4

The response rates for the pilot study were as follows:

#### **Response rates by country for the pilot Employers survey of skills needs.**

|   | CZ  | DE  | IE  | ES  | FR  | IT  | HU  | PL  | FI  |
|---|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| Net interviews as % of gross sample I:  | 9%  | 9%  | 14% | 9%  | 9%  | 9%  | 5%  | 8%  | 13% |
| Net interviews as % of gross sample II: | 24% | 14% | 23% | 21% | 20% | 14% | 14% | 14% | 25% |

The rate referring to gross sample I places the net sample (number of successful interviews) in relation to the total number of addresses dialled during fieldwork. In this total, addresses of establishments which ceased to exist, had altered their telephone numbers or could not be reached for any other reasons are also included.

The rate referring to gross sample II excludes such ‘Quality neutral’ non-responses (non-response due to wrong telephone numbers, organisations that turn out not to be among the defined target group etc.) and addresses where the telephone was not answered after 10 futile contacts at different times of the day and on different days of the week. The rate referring to gross sample II is thus the final cooperation rate.