

Thessaloniki, 23/08/2011
RS/PRO/DELE/2011/0608**OPEN INVITATION TO TENDER**
AO/ECVL/TB/InternalQualityManagement/010/11**“Management approaches to establishing a quality culture within VET institutions”****REQUEST FOR CLARIFICATION (3) – QUESTIONS & ANSWERS****Question Nr. 1**

In the tender document, it is stated that the study “should cover the whole VET sector, both initial and continuing VET; public and private, profit and non-profit making according to the existing national frameworks of operation” (p.16 of the Full Tender document). While in point 2 of the Welcome page on your Public Procurement site, it is stated that: “Investigating similar approaches (developed and) implemented by different sectors and companies in order to.....”

- a. We assume that when the document makes reference to “companies”, what is meant is “private sector companies that provide goods or services in the market”, not training organisations. Correct?
- b. When the call makes reference to “sectors”, it means production sectors such as agricultural, manufacturing or services. It does not mean, social sectors, NGOs or cooperatives. Correct?

Cedefop’s clarification to Question Nr. 1

Concerning the “companies”, while the study refers to VET-providers (usually training organisations), any other company possessing or operating approaches, mechanisms and tools related to quality in VET **that are deemed to be of relevance to VET institutions** can be considered for investigation/case study.

As regards the “sectors”, the intended coverage of the study is fairly broad. Economic (production) sectors but also the public sector and the social sector can be included provided the case studies proposed are relevant to the subject of the study.

Question Nr. 2

What is the expectation concerning the sample size, in terms of the number of countries and the total number of VET schools to be surveyed? Does Cedefop provide a list of VET institutions and schools that are considered VET institutions and schools relevant for this study?

Cedefop’s clarification to Question Nr. 2

As per the 4th paragraph of point 2.6 of the Tender Specifications, the number of countries to be surveyed is set to 16. The sample of countries and the number/sample of VET schools should be proposed by the tenderer and should be fully substantiated. Cedefop does not provide any pre-defined list.

Question Nr. 3

Should non-EU European countries, e.g., Switzerland, Norway, be included in the country sample to be surveyed?

Cedefop's clarification to Question Nr. 3

As per the abovementioned paragraph, the studies cover the EU Member States. Therefore cases from Switzerland and Norway could be included, if they are of particular relevance to the subject of the study, **only as extras (additional to the 16 cases identified among EU Member States)**.

Question Nr. 4

Which sectors and/or sub-sectors are considered to be strategic for the EU in terms of future prosperity and competitiveness? Is information on this question available through Cedefop or other agencies?

Cedefop's clarification to Question Nr. 4

This issue is considered to be of knowledge to the tenderer. However interested parties can consult the relevant site of several Directorates general of the EU Commission as well as the Cedefop studies on skills forecasting published on our website.

Question Nr. 5

Concerning the research methodology, how much depth of analysis do we need to write already into the tender document? Should the submission already have to name the countries and VET institutions and schools that would be included in the study? - Concerning the countries the offer should mention them explicitly and document their choice?

Cedefop's clarification to Question Nr. 5

Concerning the selection of countries please see point 5.2, award criterion 2 (second bullet on page 27) where a detailed argumentation on the selection of countries, sectors and case studies is requested.

Concerning the firms and or VET providers, if the offer does not mention them explicitly it should provide argumentation for their selection at a second stage. However tenderers should be aware that the argumentation developed in the technical proposal and the final selection of case studies should be consistent (not diverging) - see 1st bullet of point 2.8.

Question Nr. 6

When mentioning is made of different sectors and companies, we assume that you mean “private sector companies”, correct? If so, how many private companies should be surveyed in total?

Cedefop’s clarification to Question Nr. 6

As already mentioned we refer to both private and public sectors and also the social sector. Consequently Cedefop cannot give a concrete number for the composition of the sample to be surveyed; in fact the tenderer’s response to this challenge is a criterion for the technical assessment of the offer (see award criterion 2).

Question Nr. 7

Would our questions and your related answers be put on the Cedefop website? and, would we benefit from reading questions and answers put to you by other bidders? if so, where could we read up on other bidders' questions and your respective answers?

Cedefop’s clarification to Question Nr. 7

As indicated in point 7 of the invitation to tender, **“any additional information, will be published on Cedefop’s website. Please ensure that you visit regularly the site for updates up to the closing date for receipt of tenders”** under the following link:

<http://www.cedefop.europa.eu/EN/working-with-us/public-procurements/18498.aspx>