



## CLARIFICATIONS 1 – QUESTIONS AND ANSWERS

### **AO/RPA/KPOUL-GRUSSO/Mobility and Skill Mismatch/011/13 “Labour Market Mobility and Skill Mismatch in EU Labour Markets”**

REFERENCE: <http://www.cedefop.europa.eu/EN/working-with-us/public-procurements/21626.aspx>

#### Question 1:

With respect to your open invitation to tender “Labour Market Mobility and Skill Mismatch in European Labour Markets/Contract notice 2013/S 132-227576 of 10/07/2013”, could you please clarify the following requirements regarding Proof / Evidence of technical and professional capacity: “Copy of an existing contract signed with Eurostat for access to Eurostat micro-data, or statement of eligibility...in line with Eurostat restrictions on access to micro-data” (cf. Terms of Reference p. 19).

We have previously worked with Eurostat micro-data as an external service provider for the EU institutions. However, the data has in those cases been procured from Eurostat by the client and no individual contract has been signed between Eurostat and our company. Thus, regarding the above, we would like to know:

1. Would it be sufficient to document that Eurostat micro-data has been used in connection with previous assignments for EU institutions, e.g. by submitting a copy of a report and a contract for the previous assignment as proof?
2. If not, as a “statement of eligibility”, would it suffice to have a statement from Eurostat recognising our organization as a research entity (cf. the procedure described on <http://epp.eurostat.ec.europa.eu/portal/page/portal/microdata/introduction>)?

#### Cedefop answer 1:

As per point 3.2.2 of the Tender specifications, the tenderer must submit **either** a copy of an existing contract signed with Eurostat for access to Eurostat micro-data, **or** statement of eligibility to be checked against the legal entity form attached in annex D of the Tender documents, in line with Eurostat restrictions on access to micro-data.

Therefore, only the second option presented would comply with the above-noted requirement. For reasons of equal treatment, the date of the contract and of the

statement of eligibility – or its request - must bear a date prior to the deadline for offers.

It remains however up to the Evaluation Committee to assess and determine the eligibility of the proof submitted by each tenderer within the framework of the exclusion-selection-award criteria.

Question 2:

On page 18 of the ToR it is written that the proposed Team Leader must have "Minimum five (5) years of individual experience in European research project management".

What kind of previous management experience do you refer to? Must the team leader have been coordinator of a European project? Is one of the following experiences enough to meet the above requirement:

1. work package leader for a FP7 research project (cooperation programme)?
2. coordinator of one research unit (partner) within a consortium working on a EU funded project?
3. coordinator of a EU-wide research project funded by an international organization (such as ILO, International Monetary Fund, etc.)?

What do you mean with "European research project"? Does it mean a project funded by an EU institution? Or does it simply mean an "EU-wide project" in a broad sense?

Cedefop answer 2:

As per point 3.2.2 of the Tender specifications, the proposed Team Leader must have minimum five (5) years of individual experience in European research project management.

European research project management refers to managing a research project involving several European countries, such as being a coordinator of a EU-wide research project, namely managing a group of research institutes or consortium from several EU countries (for instance, point 3 presented above).

It remains however up to the Evaluation Committee to assess and determine the eligibility of the proof submitted by each tenderer within the framework of the exclusion-selection-award criteria.

A European research project is meant to be a project that would be carrying out original research across a wide spectrum of EU countries.