TENDER SPECIFICATIONS FOR SUBCONTRACTING

EXTERNAL EXPERTISE: Market Research Company

Towards a New Start of Industrial Relations in Construction in Central and East European Countries 2.0
Grant Agreement 101051729

A. Summary of project partners

FIEC – through its 32 national member federations in 27 European countries (24 EU & Norway, Switzerland, Ukraine), the European Construction Industry Federation represents construction enterprises of all sizes (from one person craftsmen and SMEs through to large international firms), from all building and civil engineering specialties, engaged in all kinds of working methods (whether operating as main or sub-contractors). Thanks to its wide-ranging representativeness FIEC is the officially recognised Social Partner, representing employers, in the European Sectoral Social Dialogue "Construction".

EFBWW – The European Federation of Building and Wood Workers is the European Industry Federation that represents the workers in the construction industry, the building materials industry, the wood and furniture industry and the forestry industry. The EFBWW has 76 affiliated unions in 34 countries and represents a total of 2.000.000 members. It represents the workers in the EU sectoral social dialogue for the construction industry.

AEIP – is a Brussels-based advocacy organisation, representing Social Protection institutions established and managed by employers and trade unions on a joint basis withing the framework of collective agreements. The Association has 15 Associate and Affiliate members from 11 European countries, as well as 13 Task Force members from 4 European countries. All Associate AEI P members are not-for-profit organisations. Complementary to their role as non-for-profit social protection providers, AEIP members are also long-term institutional investors. AEIP represents its members' values and interests at the level of both European and international institutions.

BCC – is an official representative of Builders in Bulgaria. The Chamber is a member of FIEC (European Construction Industry Federation), the European International Contractors (EIC), the Confederation of Employers and Industrialists in Bulgaria (CEIB), the Bulgarian Industrial Association (BIA), and the Bulgarian Chamber of Commerce and Industry (BCCI). The main activities of BCC include maintaining a Central Register of Professional Builders, in which all national and foreign natural and legal persons are liable for entry. There are more than 4300 construction companies registered so far, 65 of which foreign. In addition, BCC improves construction activities management, increases the responsibility of Builders regarding the achievement of the essential requirements regarding construction sites and the quality of building structures.

With financial support from the European Union

FCIW-Pokdrepa - is a trade union established on the principle of free federation of trade unions of citizens who work in the field of construction, production of building materials, water supply, sewerage and water treatment, maintenance, construction supervision and other activities related to the investment process, road construction and maintenance. FCIW-Podkrepa aims to protect the rights, dignity, professional and social interests of those working in the field. The Federation works to ensure their rights in the field of professional activity, pay, technical safety and labor protection, and social and living conditions and protects the health, material, social and cultural interests of its members and their families.

B. Summary of the project

The general objective of this project is to (re)build, promote and foster industrial relations in the construction industry in the CEECs. The choice of focusing in particular on these countries is based on an internal assessment of the European social partners (FIEC and EFBWW) and the outcome of the EUROFOUND representatives' study, showing that the system of industrial relations in CEECs have deteriorated significantly in the last decade.

With this project, the partners aim at creating a stronger added value for the concerned organisations in the CEECs and to build up the capacity of the trade unions and the employers federations to enter in "negotiation" within a system of industrial relations. Construction industry has been heavily impacted in CEECs by COVID-19 crisis and has created extraordinary challenges for continuous social dialogue.

General goals of the project are:

1. To reinforce the capacity of national social partners.

2. To address adaptation of social dialogue and changes in employment.

B. Project objectives

Lack of skilled labour is one of the biggest challenges facing the construction sector. According to the estimates of the employers' organizations, the shortage in the sector in Bulgaria is between 30 and 50 thousand workers and specialists. The shortage of specialists related to new technologies in the implementation of energy-efficient construction and digitalization of the construction sector is particularly pronounced.

An objective analysis of the needs of specialized workers and specialists will give a successful start to change or create new curricula that will allow the training of new staff, as well as the qualification and retraining of employees.

For above mentioned reason, an external company will be subcontracted to conduct market research. Based on the analysis of the results, two national seminars will be held. The meetings will be attended by both social partners in Bulgaria and all institutions responsible at national level for staff training and retraining. The joint recommendation paper will propose actions for retraining construction workforce.

C. Background of the project

This project aims at contributing to the promotion of social dialogue at sectoral level, developing European social dialogue, and building the capacity of national social partners in CEE countries.

In line with the Statement of the Presidency of the Council, the European Commission, and the European social partners on “New start for social dialogue”, specific objects of the proposal are as follows:

1. Promoting EU funding (ESF) opportunities and help to develop possible social dialogue activities.

2. Addressing undeclared work and illegal practices in CEECs.

3. Reinforcing the currently still weak social dialogue in CEECs and the lack of communication between national partners in construction industry, thereby strengthening their cooperation.

4. Identifying disappearing construction professions due to digitisation, together with the new skills and competences and ways of working needed.

5. Improving the image of construction sector in society and thereby attracting more young people and women.

6. Identifying which challenges the COVID-19 pandemic has brought to the construction industry and how to address them.

The main activities are planned to take place in Bulgaria and in Belgium, either online or in real meetings (depending on COVID-19 measures put in place during project implementation period). However, the aim is to share the outcomes and results also with all the other CEECs and they will therefore also benefit from the project.

D. Subject matter of the contract

National Partners of the project consortium - Bulgarian Construction Chamber (BCC) and Federation Construction, Industry and Water Supply – Podkrepa (FCIW-Podkrepa) need an external company to conduct market research.

The subject matter of the contract between FIEC and the external company will be to:

1. Conducting market research among all stakeholders (construction companies, educational institutions, training experts) to define the contemporary trends in professions and professional qualifications in the construction sector. Defining disappearing professions due to digitisation, understaffed professions and emerging professions, new technologies in the field of energy efficiency and green energy production.
2. Creating a methodology for the research target groups, that will define the contemporary needs of the labour market in the context of the EU and national strategic documents relevant for the construction sector – stable professions, possibility of training and retraining of staff, the need for new professions that are not currently in vocational schools and / or VETs.

The main goal of the study is to answer the question of what kind of staff, knowledge and skills the construction sector needs in connection with digitalization and energy efficient construction.

The research will also cover the expectations for the development of the sector, the need to enhance its image among society and in particular the labour market entering employees.

Documents to be elaborated at the end of research:

- A report presented to the partners at a Steering Group meeting for internal discussion and acceptance. It should show and explain the needs of the labour market in the Bulgarian construction sector.

The service provider will as well have to attend Steering Group meetings and other relevant events during the project in order to present progression of the research, answer the questions and participate in discussions.

E. Guidance regarding performance of the tasks and regarding the methodology

Performance of the tasks will have to be carried out within the contract period specified in the Grant Agreement signed between the European Commission and FIEC and with due regard to the order indicated in the description of the above-mentioned tasks.

F. Methods of work

The general supervision and evaluation of the project will be carried out by the steering group. The steering group will be composed of 10 representatives from the 5 consortium partners: FIEC, AEIP, EFBWW, BCC and FCIW-Prodkrepa.

During the project phase the steering group will meet eight times. Additional meetings could be foreseen. Working language will be English.

G. Time schedule and reporting

The service provider shall finalize its activities within a maximum period in line with the Steering Group instructions.

The service provider shall consult with the project managers in BCC and FCIW-Prodkrepa:

a) as regards the research activities

b) as regards the collaboration with the steering group members

c) as regards dispatch of the draft report to the members of the steering group

H. Contract

The Contract between **FIEC** and selected service provider will be based on a standard contract taking into consideration the financial regulations of the European Commission and obliging the consultant to respect the obligations laid down in the grant agreement European Commission-FIEC.

The language of contract will be English.

The selected service provider must not conclude any subcontract without the written prior consent of FIEC. Any such subcontract must contain “back to back” obligations as well as the interdiction of further sub-contracting. FIEC will submit to the selected service provider a draft contract, which includes “back to back” obligations from the Grant Agreement signed between the European Commission and FIEC, also in the relationships service provider-subcontractors.

I. Payment

Payment shall be made based on invoices, once the tasks have been performed and the results of the work have been accepted by the steering group.

Invoices must be submitted, with prices INCLUDING VAT.

J. Selection criteria

The service provider will be selected on the basis of the following criteria (as mentioned in the public procurement directive 2014/24/EU, Article 58):

a) suitability to pursue the professional activity (e.g. research centre, consultancy, etc.);

b) economic and financial standing;

c) technical and/or professional ability (including individual expertise (i.e. CVs)).

Tenders failing to satisfy all the criteria will be excluded from the further procedure.

K. Award criteria

The contract will be awarded to the bidder whose bid represents the economically and in quality most advantageous tender considering the following criteria:

a) Price (40%)

b) Expertise on the issue of trends in professions and professional qualifications in the construction sector (30%)

c) Experience with similar projects (20%)

d) Previous working experience with the social partners of the construction industry (10%)

Considering that this project is co-financed by the European Commission, it will not be possible to award the contract to a bidder whose tender exceeds the amount approved by the European Commission for the tasks of the external company, **namely 18,000 € (all taxes included)**.

Note: the travel and accommodation costs for 1 person for participating in the Steering Group meetings, in the seminars, in the final conference and in the possible face to face interviews will be reimbursed to the selected service provider by FIEC separately (within the limits of the European Commission's rules) based on original proofs of expenses provided to FIEC. Such costs should therefore NOT be considered in the price submitted to this call for tenders.

L. Content of the tenders

All interested parties are invited to present:

a) the proposed structure and methodology for achieving the objectives of the project and the tasks foreseen;

b) the detailed offer/prices;

c) a curriculum vitae of the person(s) involved;

d) examples of similar initiatives undertaken.

The content of the tender presented by the tenderer must correspond to the specifications indicated in the previous points.

Tenderers can present suggestions/proposals/innovative solutions for achieving the goals of the project.

M. Evaluation procedure

The economically and in quality most advantageous tender will be identified by the **evaluation of each award criterion on a scale between 0 and 10**. These results will be counted using the **relative ponderation indicated in % behind the award criteria**.

N. Submission of tenders

Interested parties should send their bid:

a) either by registered mail posted no later than **23 November 2022** (date as postmark), to the following address:

FCIW-Podkrepa
2 Angel Kantchev street,
1000 Sofia
Bulgaria

b) or delivered by hand, i.e., by delivery in person or by an authorised representative (including private courier services) **not later than 2 p.m. on 23 November 2022** to the same address indicate above.

c) or via electronic mail to FCIW-Podkrepa (**fciw@techno-link.com**) with FIEC and BCC in copy (**r.stankeviciute@fiec.eu** and **jstefanova@ksb.bg**), **not later than 4 p.m. on 23 November 2022**.

Late delivery will lead to the exclusion of the tenderer from the award procedure for this contract.

For tenders submitted by private courier services and hand delivered requests, the Podkrepa secretariat will sign a receipt stamped on the date of reception, which will serve as proof of delivery.

O. Additional information

Any request for additional information must be sent in writing to FCIW-Podkrepa at the following email address: **fciw@techno-link.com** with FIEC and BCC in copy (**r.stankeviciute@fiec.eu** and **jstefanova@ksb.bg**).