

Question 1:

I am writing to ask for further information about the above tender. In particular, about the following document:

Tender specifications, 5.1.2.2. appropriate statements from banks and evidence of professional risk indemnity insurance

As a small not-for-profit organisation, our insurance broker has advised us that we do not need professional risk indemnity insurance. Can you please advise me on whether our application to carry out the study would therefore be excluded without this?

Answer to Question 1:

In this case, the fourth paragraph of point 5. Selection Criteria (Tender Specifications) applies:

"If, for some exceptional reasons which the Contracting Authority considers justified, the Tenderer is unable to provide the references requested by the Contracting Authority, he may prove his economic and financial capacity by any other means which the Contracting Authority considers appropriate."

and also the Article II.2 of the draft contract shall be taken into account.

Question 2:

In the Terms of Reference you state in paragraph 2.3 that the sample of the eTwinning study should also include a significant proportion of schools starting an eTwinning project at the beginning of the school year 2011-2012. Given the fact that the evaluation project starts in December 2010, the first phase of the study („first round of case studies“, month 3 to 10) will run from February to September 2011 (see paragraph 3.2 (3)). Thus, it will end when the school year 2011-2012 has just started. You suggest for this project phase to collect data about the expectations of schools, teachers and pupils, their backgrounds and previous experiences, start-up difficulties and first experiences within eTwinning. The second phase the „completion of case studies“ month 11 to 21) will be carried out from October 2011 to August 2012.

Does this description aim at a pre-post design with the first phase focusing on general conditions, initial expectations and experiences and only the second phase documenting the actual project process? Is it thus intended to collect data (at least) twice at those schools starting an eTwinning project at the beginning of the school year 2011-2012, once before the project starts and second/third time in the course and/or after the completion of the project? Instead of accompanying projects from the initial planning phase (or even earlier) throughout their progress we would like to suggest an alternative research strategy involving completed as well as ongoing projects. It is our experience that collecting data on expectations and ideas prior to a technology project is often not very helpful as the initial expectations are often vague, but significantly more precise throughout the process. Therefore, we assume to get more meaningful data from teachers/pupils who have already experienced an eTwinning project, or are just conducting one.

However, if the initial expectations are of central interest to you we are glad to meet your objectives and implement a pre-post-design.

Answer to Question 2:

Paragraph 3.2 of the terms of reference indicates that in the first phase (month 3-11) "The contractor will perform the in-depth analysis of the eTwinning action and conduct the general survey and a first round of case studies." and that the second phase (month 11-21) "will consist of the completion of the case studies, in particular those which cover the entire life-cycle of projects during the school year 2011-2012, and the desk research." Paragraph 2.3 indicates that the case study sample should include a significant proportion of schools starting the eTwinning project at the beginning of the school year 2011-2012, that the case study sample should be at least 10, and that a larger sample size will be an asset. It does not require all case studies to concern projects starting in school year 2011-2012.

Tenderers are free to propose any methodology which respects this timetable and these conditions.

Question 3:

In relation to the online survey, does the client hold email addresses of participating schools?

If yes, what proportion of email addresses are there relative to the total registered users of the site?

If the proportion held is less than 100%, are there any known biases in the distribution of email addresses (for instance by country)?

Would the contractor be able to gain access to and use the email addresses for survey purposes?

Answer to Question 3:

All eTwinning registrants are required to provide their e-mail address and the e-mail address of their school.

As stated in point 2.3, second bullet, of the Terms of Reference, the online survey will be carried out through the eTwinning website. It will be anonymous and open to all teachers registered in eTwinning and will not require the use of e-mail addresses.

As regards the case studies, according to the Terms of Reference, the contractor will be responsible for selecting a representative sample of schools, contacting them and securing their agreement to participate in the study. The Commission will provide the Contractor with all the necessary contact details.