
EXTRACTS Specifications – Invitation to tender No VT/2009/048

Database on transnational company agreements: content development

Background of the action

The Commission has issued on 2 July 2008 a staff working document SEC(2008)2155 on "the role of transnational company agreements in the context of an increasing international integration"¹. A transnational company agreement in this context means an agreement comprising reciprocal commitments the scope of which extends to the territory of several States and which has been concluded by one or more representatives of a company or a group of companies on the one hand, and one or more workers' organisations on the other hand, and which covers working and employment conditions and/or relations between employers and workers or their representatives.

The Commission's services issued an accompanying document presenting a "mapping of transnational texts negotiated at corporate level". This document provides an analysis of transnational company agreements with the aim of contributing to a common base of knowledge. To do so, the Commission's services compiled and analysed the information contained in existing transnational texts published in various specialised publications or websites up to July 2007 and interviewed the actors involved in the texts with an European scope concluded before 2006.

Since 2005, the Commission had collated and analysed the transnational texts available to the public, conducted a survey covering the actors involved in concluding them, commissioned legal studies and organised study seminars with a view to making the findings available, considering the analysis and discussing the issues. All stakeholders involved in these activities (social partners, Member states, experts and parties with first-hand experience) have expressed their interest in the availability of a database of transnational company agreements.

In relation to the work of the expert group on transnational company agreements, the Commission announced it will develop a database of transnational company agreements, which currently does not exist.

Subject of the contract

Against the aforementioned background, the purpose of the present call for tender is to collect, analyse and make available information concerning transnational company agreements via the website of the European Commission's DG for Employment, Social Affairs and Equal Opportunities².

The information on transnational company agreements should be made available to the European institutions, to the European social partners and to company actors, to use both as a monitoring tool and as a case management tool.

Tasks to be carried out by the contractor

The contractor has to collect, analyse and make available information concerning transnational company agreements on the website of the DG for Employment, Social Affairs & Equal Opportunities³. The content will be integrated in the Oracle database that underpins the DG website.

The contractor has to comply with rules set out in the Information Providers Guide of the Commission to be consulted at <http://ec.europa.eu/ipg/>;

1. Data collection on transnational company agreements

The contractor has to collect the full texts of existing transnational company agreements from various sources and to establish a mechanism to collect them systematically in the future.

¹ <http://ec.europa.eu/social/main.jsp?catId=707&langId=en&intPageId=214>

² <http://ec.europa.eu/social>

³ <http://ec.europa.eu/social>

To do so, the contractor has to:

- Compile the texts of the transnational company agreements already made available to the public through various sources, including press and trade union publications;
- Identify references to transnational company agreements in studies, publications and activities relating to International Framework Agreements, European Work Councils, thematic covered by the agreements (Corporate Social Responsibility, corporate restructuring, financial participation, health and safety, equal opportunities) as well as European, transnational or cross-border collective bargaining and social dialogue; research and compile the corresponding texts;
- Identify and explore the sources of potential information on transnational company agreements, particularly the European trade union federations and the organisations active in the field of Corporate Social Responsibility; research and compile the corresponding texts;
- Keep a track on the way used to access each text collected;
- Make explicit, detail and report on the methodology used to collect transnational collective agreements;
- Check respect of security, confidentiality and data protection requirements in the collection, process and dissemination of the data;

On request of the Commission, any data collected on transnational company agreements will be immediately provided to it.

2. Analysis of data on transnational company agreements

The contractor has to analyse the agreements, characterise the companies in which they are concluded and input the information gathered into searchable fields. Information concerning the following elements and fields needs particularly to be collected and provided by the contractor for each transnational company agreement:

- Company: Sector, membership in European association, sectoral social dialogue committee concerned, Country of headquarters, number of employees EEA/worldwide of the company;
- Text: Title, date, geographical scope, main field, secondary fields, name and nature of signatory parties, brief description of content, status of text, applicable law, relation to subcontractors, provisions on dissemination, provisions on implementation, provisions on monitoring, provisions on dispute resolution, duration and review.

The contractor will be provided with a template setting out the data that has to be provided for each transnational company agreement.

The contractor has to draft a data dictionary in relation to the needs of the data analysis.

3. Input of data and dissemination of information concerning transnational company agreements

The contractor has to input the data collected and analysed on transnational company agreements using the Content Management System developed for the DG's website.

To that aim, the contractor will have access to the Content Management System developed for the website (simple web-based interface). Where needed, the contractor has to attend training provided by the DG's webteam. If for this project, there is a need to develop new templates and/or functionalities, this will be done by the DG. The contractor has to support the Commission in this development where requested and to adapt to any new requirements.

The contractor has to contribute to the promotion of the database on transnational agreements when it becomes available on-line; this includes the following tasks:

- Identify web portals and sites (universities, social partners, on line newspapers ..) to be informed, mailing lists to be used,
- Draft short description and examples of information on transnational company agreements available on-line, to be used in press releases and promotional material by the Commission.

Time schedule

The duration of the tasks shall not exceed 9 months from the entry into force of the contract.