
Questions & Answers related to the call for tender VT/2012/081 "Support services for social policy experimentation in the EU"

1. Question

To clarify what the target group of the training modules is (section 4.2.2.1. of the Terms of Reference). In particular, is the Commission targeting (1) economists/analysts with some knowledge of/experience in econometric methods or (2) just any policy maker involved in the implementation and evaluation of social and employment policy (with no prerequisite)?

Answer

Please refer to point 4.2.1 of the Tender Specifications. The project target audience is policy makers, staff of national, regional and local administrations, evaluation experts, academics and social partners and other persons involved in the design, implementation and the evaluation of social and employment policies. Knowledge in econometrics is not required from the audience.

2. Question

To confirm who will be responsible for the selection of trainees. If the contractor is, will the Commission be involved?

Answer

The contractor will have an overall responsibility for the selection of trainees however the Commission will be involved by assisting in contacts with the target audience and dissemination of information.

3 Question

To confirm whether all costs related to the organisation of the training (hotel accommodation for participants and trainers, renting of training venues, meals, simultaneous interpretation, recording, etc.) must be included in the budget.

Answer

Costs of training seminars to be covered by the contractor consist of renting of training venues, hotel accommodation for trainers, fees and substance allowances for trainers and support staff, interpretation, recording and similar expenses. Costs of participants will be covered separately.

4 Question

To clarify whether it would consider the organisation of at least 10 training sessions in a same location if the bidder had appropriate facilities – resulting in a more cost-effective offer.

Answer

Please refer to point 4.2.2.1. The 10 training session have to be organised in 8 PROGRESS participating countries.

5 Question

To specify whether the “online training modules” come on top of the uploading of face-to-face training modules on an electronic platform.

Answer

It is up to consultant to decide on appropriate online training modules. The objective of the online training modules for trainees is to learn, test themselves and communicate with other trainees and experts. Content of the online training modules and face-to-face training could be the same.

6 Question

To give example of “interactive learning tools”.

Answer

Interactive learning tools that are developed using interactive services provided by the Commission.

http://ec.europa.eu/ipg/services/interactive_services/index_en.htm

7 Question

To confirm whether the bidder needs to identify the 8 countries in which information sessions will be held in the bid.

Answer

The countries should be identified indicatively. Final selection of the countries can be done after the signature of the contract.

8 Question

To clarify the role of the ‘Guide on Social Policy Experimentation’ given that a methodological guide is already available on the Commission’s website.

Answer

The ‘Guide on Social Policy Experimentation’ can be used as a basis for the contractor's work. This guide can be elaborated according to requirements of the Specifications and contractor's offer.

9 Question

To give more details about the profile and role of the Project Director.

Answer

Project director is responsible for the quality of services and conformity with the Specifications.

10 Question

To give more details about the role of the Steering Committee and who should participate on the Consultant’s side.

Answer

The steering committee is responsible for overall management of the project. Depending on the topic the Project Director and 1-2 experts should participate in meetings.

11 Question

Whether non-governmental, civil society, non-profit organization is eligible as a partner?
Whether organizations from Croatia can apply to this Call?

Answer

Non-governmental civil society, non-profit organization is eligible as a partner as long as it is a legal entity and complies with exclusion criteria stated in section 10 of the Tender Specifications. Organizations from Croatia are eligible to apply for this Call.

12 Question

EN

Do proposed tools be selected exclusively from the interactive services list or can we propose other ones not on that list?

FR

Les outils proposés doivent-ils exclusivement figurer dans la liste des services interactifs ou peut-on aussi en proposer d'autres non repris dans cette liste ?

Answer

EN

Proposed interactive learning tools should comply with the interactive services provided by the Commission.

http://ec.europa.eu/ipg/services/interactive_services/index_en.htm

FR

Les outils d'apprentissages interactifs proposés doivent répondre aux services interactifs que la Commission fournit.

http://ec.europa.eu/ipg/services/interactive_services/index_fr.htm

13 Question

EN

What previous information may we get concerning that content management system in order to fine-tune the proposal? If not, when will such information be communicated?

FR

Quelles informations préalables peut-on avoir concernant ce système de management afin de caler au mieux la proposition ? Si non, à quel moment ces informations seront-elles communiquées ?

Answer

EN

The Commission uses a bespoke Content Management System which is accessible via the internet. It is very intuitive and easy to manage. Upon request the Commission can provide training on the system after the signature of the contract. The system can handle several categories of content; in all official EU languages including multimedia, publications and documents, complex databases, newsletters etc.

FR

La Commission utilise un système de gestion de contenu (CMS) propriétaire accessible depuis l'internet. Ce système est intuitif et facile d'utilisation. La Commission peut fournir sur demande une formation après signature du contrat. Le système supporte

différentes catégories de contenu (types de champs) ; dans toutes les langues officielles de l'UE et incluant multimédia, publications et documents, bases de données complexes, éditoriaux (newsletters) etc.

14 Question

Could you please clarify if the "on-line training modules and other electronic interactive learning tools on social policy experimentation" are understood:

A. As an online tool that provides/secures an online interaction between an remotely-based educator/trainer and the recipient of the training, or alternatively

B. As an online tool that provides/secures an online interaction between a software/programme and the recipient of the training.

Answer

Unfortunately DG EMPL does not offer services indicated in your query.

The EC currently provides these type of interactive services:
http://ec.europa.eu/ipg/services/interactive_services/index_en.htm

Therefore on-line training modules and tools should be compliant with the interactive services provided by the Commission.

15 Question

How the Commission is using the term 'social policy experimentation'.

Is the Commission using the term 'social policy experimentation' to refer solely to Randomised Control Trials (RCTs) (as would be the case in the UK/US) or is the Commission applying a broader definition of the term to include, in addition to RCTs, other methods to measure impacts?

Answer

The call specifications refer to a control group and randomly assigning subjects to the control/treatment group. RCTs of course fit this model. Other method based on control groups and randomisation may be acceptable.

Page 5 : " The impact of the innovation on the sample population is assessed against the situation of a 'control group' with similar socio-economic characteristics that remains under the dominant policy regimes. The members of a representative sample of the population targeted for the policy intervention are randomly assigned to either the treatment group or the control group."

16 Question

Our question relates to the provision of tailor made advice on social policy experimentation.

It is not specified in the technical specifications in which language(s) the advice ought to be provided. Is it possible to specify in which languages questions and responses will need to be provided?

Answer

Please note that in order to ensure equal treatment to all potential tenderers we are not in a position to specify the languages in which questions and responses will have to be provided. In principle, the contractor is expected to agree with the applicant of tailor made advice on the language mastered by both parties.

17 Question

1. On page 10 of the tender specifications, it is stated that we have to “Book hotel accommodation for participants and trainers if needed”. Does this mean that we also have to pay for the accommodation ourselves, or just that we make sure that they are booked?

2. L'organisation des 10 sessions de formation implique
- la sélection et la réservation des salles de formation
- la réservation des chambres d'hotel pour les participants (et les formateurs ventuellement), et les repas

Nous souhaitons confirmation qu'il ne s'agit que d'organisation et de réservation, pas du paiement des frais d'hébergement et des repas.

Answer

EN

Costs of training seminars to be covered by the contractor consist of renting of training venues, hotel accommodation for trainers, fees and substance allowances for trainers and support staff, interpretation, recording and similar expenses.

Costs of participants will be covered separately and the contractor is not expected to cover expenses related to hotel accommodations for participants. Therefore the contractor is expected only to make sure that the accommodation for participants is booked.

FR

Les coûts de séminaires de formation que le contractant doit fournir consistent en la location d'un lieu de formation, gestion d'hôtel, frais et allocations journalières pour les formateurs et les assistants, interprétation, enregistrement et dépenses similaires.

Les coûts des participants seront traités séparément et le contractant n'est pas censé couvrir les frais des participants. Le contractant doit seulement s'assurer que réservations d'hôtels pour les participants sont faites.

18 Question

There is mentioned on page 11 in the specifications of the tender that at least “100 days of tailor-made advice” must be organized. Is this to be charged as a package price or for every achieved day separately?

Answer

The price is to be planned as a package however the Commission will pay on the basis of the actually delivered services.

18 Questions

On page six of the tender there is stated:

“The members of the team should **exchange** information and collaborate with, among others, the Network of Independent Experts on Social Inclusion, the Learning networks on

Transnational Cooperation in the European Social Fund and with the geographical desks of the Commission Directorate General Employment, Social Affairs and Inclusion. The team will also ensure contact with other relevant networks.”

What is exactly understood under “exchange”? How much work is expected to be spend on this and is this included in the “100 days of tailor-made advice”?

Answer

The exchange of information is required in order to share information on the services provided by the contractor as well as to ensure consistency of the methodology and approach used by the contractor with the policies and practices in place. The contractor is free to decide on the time needed for the exchange of information. Exchange of information is not included in the “100 days of tailor-made advice”.

19 Question

Who will decide the exact subjects/themes for the training days which have to be organized?

Answer

The contractor is expected to offer the exact subjects/themes for the training in line with the subject of the Tender Specifications.