

**Call for Bids**

**PROVISION OF EXTERNAL RESEARCH SERVICES**

**BreakBack project  
Grant agreement No. VS/2019/0079**

**Content**

The context .....	2
Main deliverables of the BreakBack project.....	2
Scope of this Bid .....	2
Detailed list of tasks .....	3
Expertise required .....	5
Deadline and contact details .....	5
Price.....	5
Selection and award criteria .....	6
Contract and payment.....	6
ANNEX I.....	7
Template for Country Report Outline.....	7
ANNEX II.....	7
Template for Offer for the provision of external research services .....	7

## The context

The aims of the BreakBack<sup>1</sup> project are threefold:

- to assess how trade unions respond to the processes of individualisation in the society
- to observe the impact of innovation in services provision as a trade union strategy to enhance its membership
- to focus on services provision as an instrument to reach those social groups and individuals who are often excluded from union protection (e.g. non- standard forms of employment, digital workers, partially and totally autonomous workers, I-pros, freelancers, workers with multiple employers, sub-contracted and posted workers, consultants, etc.).

BreakBack aims to reach three main specific objectives:

- to assess what strategies trade unions adopt to overcome workers disaffection with active participation in interest representation practices
- to collect and describe the variety of services provided in five EU Member States, in terms of diffusion, degree of innovativeness, main targets, their governance and the possible presence of assessment plans
- to evaluate the effectiveness of this strategy of membership revitalization.

The project has a strong research focus. The work package and tasks includes desk research, drafting several country reports also an overall comparative report, identifying cases and drafting case studies, carrying out interviews, focus groups, web-surveys and issuing policy briefs.

The lead coordinator of the project is one of the largest trade union confederation in Italy – CISL. Diesis is responsible for carrying out research tasks in Belgium. Countries covered by the project: Italy, Lithuania, Spain, Denmark and Belgium.

## Main deliverables of the BreakBack project

- 5 country reports;
- 1 overall comparative report;
- 1 final report addressed to the European Commission;
- 4 newsletters, 5 policy briefs;
- national “policy labs”;
- 1 final conference;
- 4 videos, infographics;
- 1 project website.

## Scope of this Bid

Diesis is looking for an external Researcher / Research Organization in Belgium to support the overall research activities (coordinated by the coordinator CISL and main research partner of

---

<sup>1</sup> BreakBack: "Break up to get back together. The impact of unionisation through innovative service provision on union membership and industrial relations". The project is financially supported by the European Commission.

the project, DSPS-UNIFI - Università degli Studi di Firenze, Italy). The main tasks contracted out is delivering a country report on Belgium including identification a list of and completion of two case studies on trade unions and innovative services in the country.

It is expected that the Researcher / Research Organization conduct desktop research and interviews, also moderating a focus group with stakeholders at national level.

The research would also contribute to the final material (written by the coordinator / main research partner) in order to provide guidance and recommendations to policy-makers and trade unions.

### **Detailed list of tasks**

Diesis is looking for a Researcher / Research Organization to:

1. collection of baseline and general information on IR system in Belgium (WP B)
2. desk research on membership trends of main trade union confederations in Belgium (at least one confederation, with special focus on 2 sectoral trade unions) (WP B)
3. collection of information on labour market occupation structures in Belgium (WP B)
4. delivering the first part of the draft of country report on Belgium – template is provided (1+2+3) (WP B)
  - deadline: 13 September 2019 (TBD)
5. carrying out 4-5 interviews addressed to peak-level key informants in Belgium (e.g. secretary generals) and providing a summary of the interviews in English + desk analysis on innovative service providers with trade unions (WP C)
  - foreseen deadline: 1 December 2019 (TBD)
6. selecting of and delivery of two case studies (based on at least 2 interviews with key informants / case studies, collection of quantitative data, on service users and innovative services) (WP D)
  - foreseen deadline: 1 July 2020 (TBD)
7. collection of e-mail addresses for websurvey – TBD (WP D)
  - deadline:foreseen as of 1 July 2020 (TBD)

8. collection of quantitative data on service users and trade union membership (including double checking of translation of the survey\*) (WP D)
  - deadline:foreseen as of 1 July 2020 (TBD)
  
9. focus group moderation, including assistance to hire the participants, providing written notes in English\*\* (WP D)
  - deadline:foreseen as of 1 July 2020 (TBD)
  
10. delivering the final country report on the impact of unionisation through service provision on union membership (WP D)
  - deadline:foreseen as of 1 September 2020 (TBD)
  
11. support the draft of the main deliverables of the project: comparative report, final report, 5 policy briefs (written by CISL / DSPS-UNIFI , based on national contributions and project activities) (WP D)
  - deadline:continuous until 1 September 2020 (TBD)
  
12. participation in a „national policy lab“\*, providing written summary in English (WP E)
  - deadline / date: foreseen in end of 2020
  
13. participation in / presenting results at the final conference in Florence\*\*\* (1 person) (WP E)
  - deadline / date: foreseen in end of 2020

In addition to the participation on main project events the tasks includes participation in occasional Skype conferences and coordination meetings in Brussels. Costs of participation in events to be reimbursed.\*\*\*

\*Translation of the survey is done by Diesis.

\*\*Organising the focus group / policy lab is to be done by Diesis.

\*\*\*The cost for participating in events - travel and DSA - is covered by the project budget and being reimbursed after the events according to the project reimbursement rules and the European Commission's usual financial policies, therefore not subject of this offer.

## Expertise required

Applicants who wish to be considered for this work must be able to demonstrate:

- range of experience in research, using quantitative and qualitative research methods particularly in doing desktop research and interviews with different stakeholders
- strong knowledge on industrial relation system of Belgium
- knowledge of academic and policy debates with regard to trade unionism
- has a good local network and fair relationship with all three big trade union confederations in Belgium
- able to work in English / French
- experience in writing case studies / reports for NGO / Civil Society Organisations and if any, to the European institutions (European Commission, European Parliament, etc.)
- experience in European Projects, particularly Calls for Proposals by DG Employment

The language of deliverables is English.

## Deadline and contact details

To be considered for this contract, should be sent to Diesis:

- a short description of experience in research and the knowledge of trade union movement / IR system in Belgium / reference list of the company (free format / list of references and CVs are accepted)
- a short proposal explaining how you plan to carry out the tasks, in particular how you plan to find relevant information and maintain contact with the trade unions.
- a brief proposal using the Template for Offers (Annex II); Fees must be submitted in euro, VAT and all costs included.

The deadline for receiving of bids is noon, 19<sup>th</sup> of August 2019.

Formal offers should be emailed to: [Melinda.Kelemen@diesis.coop](mailto:Melinda.Kelemen@diesis.coop) and [Luca.Pastorelli@diesis.coop](mailto:Luca.Pastorelli@diesis.coop).

For further information, please contact Diesis by e-mail: [Melinda.Kelemen@diesis.coop](mailto:Melinda.Kelemen@diesis.coop)

## Price

The estimated price for the tasks will be max. EUR 11 000 all taxes and overheads included.

### **Selection and award criteria**

The contract will be awarded to the candidate(s) whose offer represents the best value for money, taking into account the quality of submitted documents and individual expertise.

### **Contract and payment**

The period of eligibility of the costs starts after both parties signed the contract and ends on 28<sup>th</sup> of February 2021.

The Contract will be drawn up between DIESIS and the contractor, as foreseen as early September 2019 and subject of the European Commission approval.

Payments will be made upon receipt and approval of the task successfully done within the Work Packages (WPs) – WP B (30 %), WP C (20 %), WP D (30 %) and upon of the final report delivered and accepted by the European Commission – WP E (20%), after invoices are sent clearly indicating the project number and tasks completed.

## ANNEX I

### Template for Country Report Outline

## ANNEX II

### Template for Offer for the provision of external research services

Company name

Please, fill in your estimates for the following services. Add extra rows specifying extra services offered. Prices shall be submitted in Euro and VAT / all costs included.

Services	Comments	Expert days	Estimated fee in euro (incl. VAT)
WP B			
1. collecting info on BE IR			
2. desk research on membership trends			
3. collection info on occupational structures in BE			
4. delivering the first part of the country report on BE			
WP C			
5. interviews, summaries, desk research organisation of national info event, delivering notes in English			
WP D			
6. selecting of and delivery of two case studies			
7. collection of e-mail addresses			
8. collection of quantitative data			
9. focus group			

10. final country report			
WP E			
11. support to draft the final deliverables			
12. national policy lab			
13. final conference			
TOTAL (VAT included)			

Venue and Date: dd/mm/2019