

**Call for Tender for subcontracting external expertise
EU-funded Project (VP/2018/006) of UNI Europa Graphical sector : " Anticipating changes
in the security printing sector "**

1. Background

The overall objective of the project is to assess the situation of employee information and consultation processes in the security printing sector where two types of companies are active in Europe: large multinational private companies and public sector companies (either national printing works or printing department of the national central bank).

The project aims to identify the different actors and existing employee representation structures within multinational companies such as De La rue; to analyse the functioning of information and consultation structures set up at national level, in particular in national security printing companies such as Casa de la Moneda, Bundesdruckerei, Polish Security Printing Works; to examine how workers are informed and consulted on issues related to product development in a constantly changing sector.

The aim is to strengthen information and consultation mechanisms and create the conditions for better organisation of employee representation across borders and beyond companies, in a sector facing major changes, due in particular to developments in currency circulation, means of payment and technological innovations.

The project also aims to structure contacts with employer representatives from large public and private companies in order to advance social dialogue at company, national and European level. The project focuses on public and private companies in Europe, including, for the private sector, global multinational companies operating in several European countries such as De La Rue, Oberthur Technologie, Giesecke De Vrient, Enschede and for the public sector, national security printing companies constituting either national printing works or printing departments of the national central bank.

For UNI Europa Graphical¹, it is crucial to better understand current developments in the publishing sector based mainly on an analysis of the strategies of the sector's leading players.

These developments and the situation in the security printing sector raise a series of important questions for the sector's social partners, and this project will attempt to describe them. It is central to get an overview of the situation in multinational private companies and national public companies therefore will the project address the industrial and social impact of recent developments in the European security printing industry.

It is important for example to identify and promote the following aspects:

- Analyse industrial developments in multinationals and public companies in the security printing sector in Europe;
- Identify all actors by identifying private and public companies active in the sector, including new actors that have recently emerged, particularly in security systems;
- Identify existing trade union representations and information and communication structures at local, national and European level;
- Consider how to improve mechanisms for networking and transnational information exchange and consultation between trade union representatives of employees of local, national and European works councils in companies in the sector;

¹ UNI Europa Graphical is part of UNI Europa which is a European trade union federation and which unites trade unions organising in services and skills sectors. UNI Europa Graphical represents 335 000 graphical employees through its 42 affiliates trade union organisations located in 33 different European countries.



- Improve the functioning of European works councils in companies operating in the security printing sector in line with the requirements of Directive 2009/38/EC;
- To analyse the extent to which it is possible to develop new information and consultation structures at company level, at national, transnational and European level;
- Provide guidance to improve the quality of information and consultation mechanisms for workers and trade unions at branch, national, sectoral and European level, thereby contributing to the improvement of social dialogue in the security printing sector at local, national, transnational and European level.

The project plans to organise:

- Two trade union seminars on the basis of which a draft report will be prepared.
- A European Conference where the draft report will be presented, discussed and completed.

2. Purpose of the Contract

Following its successful application for financial support from the European Commission, UNI Europa Graphical now seeks to recruit an external researcher to assist and support the UNI Europa secretariat in implementing the project. He/she will attend the seminars and the European conference.

3. Tasks to be performed by the Contractor

The research performed by the contractor consists of two phases:

Phase 1 of the research: Identification of the sector (issues, challenges, evolutions and strategies of the actors)

Phase 2 of the research: Employee representation and consultation mechanism in national and European public and private companies.

The project will be implemented by the UNI Europa secretariat.

The consultant will use literature research and conduct two surveys based on semi-qualitative questionnaires targeted at companies in the sector, corresponding to phases 1 and 2 of the project. The consultant will also assist the UNI Europa secretariat and the project steering group in preparing and implementing the different phases of the project. The consultant will attend all meetings of the steering group. It will work under the supervision of the steering group, which will validate the questionnaires planned for Phases 1 and 2 of the project's research and provide the necessary guidance for finalizing the reports of research phases 1 and 2.

The description of the tasks of the expert will be:

- Participate in four Steering Group meetings, Seminars 1 and 2 and the final conference;
- Conduct documentary research;
- Develop the format and content of two electronic surveys to be sent to Uni Europa affiliated unions in the project. These surveys will gather qualitative data on the research activities of Phase 1 (economic, social and technological development of the sector) and 2 (representation and information structures and consultation of workers) of the project;
- Conduct data analysis and write reports on Phases 1 and 2 of the project;
- Discuss the reports with the members of seminars 1 and 2 and present and discuss the main conclusions at the final conference;

- Take into account the comments and information resulting from the conference and finalize the report.

4. Expertise required

The successful Contractor will be required to demonstrate knowledge and expertise in the following areas:

- 1 An excellent grasp of employment relations in the security printing sector.
- 2 Experience of writing high quality reports from discussions among participants, specifically for a trade union audience and working closely with UNI and its affiliate members.
- 3 A record of other similar work.
- 4 A proven ability to present to a trade union audience.

5. Time schedule and reporting

The expert will be recruited by 1 May 2019. The seminars will take place in fall 2019 and spring 2020 and the final conference will take place in fall 2020.

6. Payments and standard contract

The payments for this work will be made as follows:

30% upon signing the contract

40% following the conference

30% upon presentation of the final report

7. Price

The maximum price will be EUR 24,000 for this work.

8. Selection criteria

The work will be awarded to the Contractor that best meets the following criteria:

- Their expertise knowledge and experience of trade unions, employment relations and social dialogue
- Their record of producing similar reports
- Their track record demonstrating experience of supporting similar projects

9. Award criteria

The contract will be awarded to the Tender which offers the best value for money - taking into account the following criteria:

- Evidence of experience in working in similar projects (40%)
- Report writing experience (30%)
- Knowledge of subject matter (30%)

It should be noted that the contract will **not** be awarded to a Tenderer who receives less than 70% on the Award Criteria.



10. Procedure and presentation of the bids

Interested parties must submit their proposals to Annika Flaten, Secretary to the Graphical Sector at UNI Europa (address below) in a sealed envelope. The Tender representing best value for money will be selected.

If there are two or more selected then invitations to attend a selection panel will be sent to the appropriate Tenderers.

Interested parties should send their Tender, by no later than 24 April 2019, to:

Annika Flaten
UNI Europa
rue Joseph II, 40
1000 Brussels
Belgium

