



**EUROPEAN UNION**  
DELEGATION TO BOSNIA AND HERZEGOVINA

Finance, Contracts and Audit Section

Sarajevo,

### **CLARIFICATION No. 1**

**Service Contract Notice Title:** **Strengthening the capacity of the labour market institutions by improving of labour market research methodology, Bosnia and Herzegovina**

**Publication reference:** **EuropeAid/140152/DH/SER/BA**

**Tender No:** **EC/BiH/TEN/18/001**

#### **QUESTION No. 01**

The first question is regarding the second requirement for specific professional experience of Key Expert 3 (Specialist in Capacity Building): "At least one proven experience in working with information exchange in the field of labour market is considered a strong advantage". The question we have is whether you could give us an example of specific activities of information exchange in the field of labour market or if you could otherwise describe what is specifically meant by information exchange, so we can find the best possible candidates with exact and adequate experience?

#### **ANSWER No. 01**

It refers to the flow of information between the relevant actors of the labour market in relation to the labour demand and supply.

As stated under Section '4. Scope of Work' of the Terms of Reference, '4.1.1. Project description' *"The contractor will assist in preparation of analysis for improvement of information exchange on supplies and demands of labour force between PESs and of recommendations for exchange of information towards EURES."* This is further linked with the Result 4, as elaborated under 4.2 Specific Work.

#### **QUESTION No. 02**

The Terms of Reference (ToR) under sub-section 6.1.2. Non-key experts state: "The project should include a provision of non-key experts to complement the Key Experts" and "It must clearly indicate the expert's profile so that the applicable daily fee rate in the budget breakdown is clear."

We kindly ask for your suggestion regarding approximated number of expected non-key expert days and if you could specify proportion of senior vs. junior non-key experts' days to be delegated?

#### **ANSWER No. 02**

The number and type of non-key experts, as well as associated expert days, must be proposed by the bidder based on the scope of work, specified under Section 4. of the Terms of Reference.