

Call for Tenders / Ref. 2020 ETUI 013 Research

Contracting Institute

European Trade Union (ETUI)
Research department
Boulevard du Roi Albert II n°5, box 4
B-1210 Brussels
Belgium
(AISBL 0418.812.841)

For the Project

**“SEER Journal for Labour and Social Affairs in Eastern Europe”
2051-067-31**

The ETUI is seeking a publishing house for publishing the bi-annual journal of the ETUI, ‘SEER Journal for Labour and Social Affairs in Eastern Europe’ including the following tasks (print preparation, production of print and online edition, dissemination and marketing).

Expertise required:

The potential candidates have to demonstrate in their tender: (1) acquired expertise in publishing journals in social sciences on a European scale with an interest in the South-East European region (2) supporting activities as dissemination, marketing. A list of current journal and/or book publications in social sciences in Europe must be added to the tender.

Description of tasks to be performed by the contractee:

SEER is a bi-annual journal of the European Trade Union Institute with a thematic and regional focus with the aim to stimulate an exchange of information between researchers, trade unionists and people who have a special interest in the political, social and economic development of the region of South-Eastern Europe. SEER keeps itself to academic standards but it is not a peer-reviewed journal.

It seeks to draw attention to new research results and the latest analysis on the ongoing process of political and social changes in the broader eastern European region and tries to create deeper understanding of the importance of the elaboration of democratic structures within industrial relations.

SEER combines contributions from different disciplines and schools of thought into an information package intended to be of interest to policy-makers, researchers, academics and trade unionists from various backgrounds.

The logo for the European Trade Union Institute (ETUI) consists of the lowercase letters 'etui' in a bold, sans-serif font, followed by a vertical bar and a period.

The external publisher is expected to work in strong collaboration with the ETUI editing team. The ETUI delivers the final copy-edited electronic manuscript of the two issues per year (in May for number 1, in November for number 2) to the external publisher, who is expected to ensure the lay-out, produce an online version with open access at least for 80% of the content as well as a print-run of the hard copies within a reasonable timeframe (4-6 weeks upon acceptance of the manuscript).

The external publisher is also expected to ensure a wider dissemination and postage of **300** printed copies. The 300 copies are to be sent to an address list provided by the ETUI. The external publisher is also expected to promote the journal to a wider audience and to pursue an active marketing strategy for both the printed and the electronic version.

Award criteria:

For the compensation of these activities the ETUI provides the financial resources based on the production and dissemination costs to the external publisher of the **300** copies distributed according to the ETUI address list.

The bids will be awarded on the basis of “best value for money”, especially based on the quality of previous work or services rendered and price quote.

Deadline for the submission of tenders:

Candidates should send their bid to Nicola Countouris, Director of the Research Department, ETUI, e-mail assistant Sophie Kasiers: skasiers@etui.org at the latest 20 January 2021.

For information concerning the tender please contact: Bela Galgoczi, senior researcher at ETUI; e-mail: bgalgoczi@etui.org

Terms and conditions:

1. The contract will be awarded on the basis of the evaluation of the selection committee. The contract will be continued on the basis of annual positive evaluation of the quality of the service.
2. The expertise requires a specialist with in-depth knowledge of the project topic and understanding knowledge of the European context.

The bid must include a detailed publication concept and cost calculation in relation to the task described. The task is expected to have an annual cost calculation of less than 20.000 € per year all taxes included.

3. The contractee will be paid for all the mentioned activities based on proven production costs (taxes and charges included).

The payments will be made after the delivery of the print and electronic version of the first and second issue of the journal, twice a year, on presentation of an original signed invoice (all taxes and charges included).

4. The contractor and the contractee share the right to use all intellectual property which the contractee generates in fulfilment of this contract, the material results of which will be protected by copyright.

Any publication of the material, in whole or in part, by the contractee which he generates in fulfilment of this contract will be co-ordinated between the contractee and the contractor with a publication contract.

5. The winning bid shall accept responsibility for any legal obligations entailed by the contract and is in particular required to his/her country of origin the requisite tax statements relating to the services supplied.

Value tax where applicable, shall be shown separately on all invoices as a net extra charge. All other taxes, levies and expenses shall be borne by the contractor and shall not be included in the relevant invoices.

The winning bid accepts all reporting obligations to the Eu to which the ETUI is subject and in case of audit will cooperate to provide necessary information.

6. In case of disputes the Belgian courts will be competent.



The ETUI is financially supported by the European Union

ANNEXES TO NOTICE
REF.:ETUI call for tender N°013- 2020 research

Annex 1 - Declaration on Honour
(Selection criteria, point 6 of the notice)

I HEREBY CERTIFY, AS CANDIDATE/LEGAL REPRESENTATIVE OF THE CANDIDATE,

THAT THE CANDIDATE:

- is not bankrupt or being wound up, is not having his/her affairs administered by the courts, has not entered into an arrangement with creditors, has not suspended business activities, is not the subject of proceedings concerning those matters or is not in any analogous situation arising from a similar procedure provided for in national legislation or regulations;
- has not been convicted of an offence concerning his/her professional conduct by a judgment which has the force of *res judicata*;
- is not guilty of grave professional misconduct proven by any means which the contracting authority can justify;
- has fulfilled his/her obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which he/she is established or with those of the country of the contracting authority or those of the country where the contract is to be performed;
- has not been the subject of a judgment which has the force of *res judicata* for fraud, corruption, involvement in a criminal organisation or any other illegal activity detrimental to the Communities' financial interests;
- is not currently subject to an administrative penalty referred to in Article 96(1) of the Financial Regulation;

Signature Date:

THAT THE CANDIDATE /legal representative of the candidate:

- is not subject to any conflict of interest;
- that the candidate will inform the contracting authority, without delay, of any situation constituting a conflict of interest or which could give rise to a conflict of interest;

Signature Date:

To the best of my knowledge, all information provided is true and accurate.

Signature Date:

The ETUI reserves the right to check the information provided. Together with this form, duly signed, the candidate undertakes to send any additional document which the ETUI considers necessary to perform its checks.

By signing this form, the undersigned acknowledges that he/she accepts controls/audits from the European Commission under the same conditions as the ETUI.

Signature Date: