



TENDER SPECIFICATIONS

**External expertise (TECHNICAL EXPERT) for the project
“SIDE-CIC” – Social Identity Cards in Construction**

(Project ref. 101102408)

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1. Introduction

This tender call seeks a dedicated and skilled **Technical Expert** to contribute to the Social Identity Cards in Construction (SIDE-CIC) EU-funded project. The SIDE-CIC project is an initiative of the recognised social partners for the construction sector, the European Federation of Building and Woodworkers (EFBWW) and the European Construction Industry Federation (FIEC) with a goal to enforce EU rules, foster fairer mobility and create a more transparent environment for workers, employers, and labour authorities in Europe's evolving construction industry.

The project will last 24 months starting on 1 July 2023. All the tasks foreseen must be undertaken within this time schedule.

1.1. Background of SIDE-CIC project

Rapid technological advancements and shifts in workforce demographics have significantly transformed Europe's construction industry, presenting both opportunities and challenges. The SIDE-CIC project seeks to harness digital technology to improve the transparency and identification of workers and companies in the increasingly fragmented construction industry of the EU.

The project proposes a comprehensive mapping of current social identity card schemes across the EU, within the construction sector to assess opportunities, challenges, good practices, and the feasibility of interconnectivity among existing schemes. Further, a feasibility study will focus on examining the legal and technical frameworks supporting these schemes and will identify potential regulatory gaps in the EU framework. This information will inform a future pilot project to test the practicability of the findings.

1.2. Role of the Technical Expert in the Project

The Technical Expert's role will be to guide the project partners through the technical and technological aspects of Social ID card schemes across the EU, focusing on the analysis of current and emerging technologies that underpin these systems within the construction sector. This role will require assessing the interoperability, security, and scalability of existing technical infrastructures, as well as the exploration of innovative solutions (e.g. blockchain technology) for enhancing data exchange and verification processes. The Technical Expert will contribute to drafting detailed technical analyses, developing technical recommendations, and aligning project initiatives with the latest and most practicable digital identity standards and practices.

2. Objectives of the SIDE-CIC Project

- **Mapping exercise**

The first cornerstone of SIDE-CIC is a comprehensive mapping exercise of the existing social identity card schemes in the European Union, with a particular focus on the construction industry. The task will guide future actions, providing a clear understanding of the current landscape, the operation of these schemes, and their scope. It will identify opportunities and challenges in this area, including issues like the mutual recognition of information made available through national schemes, the potential interconnection of existing schemes, and the extent of coverage of these cards for various stakeholders.

- **Feasibility study**

The study will follow the mapping exercise and will focus on the interconnectivity of the existing national schemes (that were identified in the mapping exercise and would opt to be involved in this study). The study will contribute to the defining needs and possible regulatory gaps in the EU framework. The feasibility study will take a bottom-up approach and will respect and promote systems in place (including the specificities of each Member State) as well as the autonomy of the involved social partners. Furthermore, the study will identify legal, technical, financial and other requirements that need to be taken into account for developing an EU framework of social ID-cards in construction.

The Feasibility Study will have two aspects:

- *legal analysis* - will build on the findings of the mapping exercise and identify what does and does not work in the current European legal regime and suggesting where improvements can be made.
- *Technical analysis* - will examine the technical frameworks of existing card schemes and highlight any possible technical gaps in the EU framework.

The project intends to use these findings to propose a framework for interoperability and the development of new schemes. By providing this comprehensive perspective, the SIDE-CIC project will serve as a means to improve the working conditions of workers, promoting social fairness and compliance with EU regulations.

- **Recommendations and pilot project**

The Feasibility study will help to define recommendations and will set the basis for a future pilot project,, with the intent to demonstrate the applicability and feasibility of an interconnection if the existing systems of social ID cards in the construction sector.

3. Tasks of the Technical Expert

The Technical Expert in the SIDE-CIC project will be responsible for addressing the technological aspects and requirements for the implementation and operation of Social ID card schemes across the European Union's construction sector and their interoperability. The Technical Expert will conduct an in-depth technical analysis of the current systems, evaluating their technological underpinnings, interoperability capabilities, and security measures. This will involve:

- Assessing different technologies and platforms in use today and present technical solutions for cross-border connection and interoperability;
- Assessing costs and benefits of different technological solutions;
- If necessary, checking connections and/or overlaps with the eIDAS scheme.
- Provide input for a framework regarding quality of data, availability, reliability and verification of data
- Identifying technological obstacles that hinder the interoperability of Social ID schemes between Member States.
- Proposing innovative solutions to overcome these obstacles. Contributing to the drafting of policy recommendations, ensuring these recommendations are technologically sound and feasible.

The insights gained from the technical study will serve as a foundational basis to establish actionable steps towards a framework for Social ID card schemes.

The Technical Expert will have to closely cooperate with the Legal Expert while drafting the study.

3.1. Description of the Tasks to be performed

In the SIDE-CIC project, the primary tasks of the Technical Expert will include:

- **Technical Analysis for the Feasibility Study:** Conduct a technical assessment, examining existing systems, their interoperability and security protocols. This involves exploring current and emerging technologies that can support the secure and efficient exchange of data across borders.
- **Assisting in Drafting Policy Recommendations:** Based on the findings from the technical analysis, assist in formulating policy recommendations that address technological gaps.
- **Supporting Steering Group Meetings:** Provide guidance to steering group members, simplifying technical concepts and explaining the technological dimensions of the feasibility study and the project's overall aims during meetings.
- **Presenting Technical Findings at the Final Conference**

The subsequent subsections detail these responsibilities, outlining the role and tasks of the Technical Expert.

3.1.1. Technical analysis for the feasibility study

The Technical Expert is responsible for delivering a detailed analysis that presents the existing infrastructure and potential for inter-operability among Social ID card schemes within the EU. This task involves:

- Evaluating current technological frameworks and identifying the technical requirements for establishing interconnected systems.
- Proposing technical solutions to enhance interoperability, data security, and user privacy while considering the scalability and sustainability of these solutions.

The Technical Expert will collaborate with the Legal Expert and project partners (EFBWW and FIEC) throughout the feasibility study.

3.1.2. Assistance in drafting of policy recommendations

The Technical Expert will assist the project partners in the development of policy recommendations that reflect the latest technological standards and practices. This contribution is vital to ensuring that the project's outcomes are not only legally viable but also implementable across Member States on a technical level.

3.1.3. Supporting Steering Group Meetings

The Technical Expert will provide support to steering group members, facilitating an understanding of the technological aspects of the feasibility study in meetings. This task involves explaining technological concepts, physical requirements and potential risks in an accessible manner. Before meetings, the Expert will provide materials and briefs for steering group members.

The Expert will ensure that all members are informed and equipped to make decisions grounded in best practices. This support extends to clarifying technological questions, offering insights into how technical issues may impact project outcomes and guiding the group through technical considerations for policy development and project implementation strategies.

There will be 4 ordinary steering group meetings after the tender is accepted:

- July 2024
Initial discussion on the plan of the feasibility study as well as reaction to the mapping exercise.
- November 2024
Update on the progress of the feasibility study and preliminary planning for final conference (see subsection 3.1.4)
- Spring 2025
Informal presentation of first draft of feasibility study
- Autumn 2025
Conclusion of project

3.1.4. Final Conference Contribution

At the Final Conference (foreseen for June 2025), the Technical Expert will present its findings from the project's technical analysis. This presentation will highlight solutions to the identified technological issues and detail how these solutions can be integrated into actionable policy recommendations. The Expert will aim to engage a diverse audience, including policymakers, industry stakeholders and project partners, facilitating a dialogue on technologies employed in social ID card schemes.

The Technical Expert will provide input into the design of the final conference.

3.2. Required Expertise

The ideal candidate for the Technical Expert role should possess sound knowledge in IT, digital security and data interoperability standards. Experience with the latest technologies, as well as a background in digital identity systems, is highly desirable. The ability to communicate complex technical information in an accessible manner to non-technical stakeholders is essential. Strong analytical skills and a problem-solving mindset are essential for identifying and addressing the technical challenges inherent in the project.

4. Contract Details

A contract will be formed between the EFBWW and the chosen Technical Expert, in compliance with the financial regulations of the European Commission.

The chosen Technical Expert must not form any subcontract without the EFBWW's written prior approval. Any such subcontract must contain equivalent ("back to back") obligations and forbid any further subcontracting.

The EFBWW will submit to the chosen consultant a draft contract that includes "back to back" obligations from the agreement between the European Commission and the EFBWW. This will also apply to relationships between the Technical Expert and any approved subcontractors.

5. Time Schedule and Reporting Requirements

The time schedule for the SIDE-CIC project's activities is defined within the project description. This schedule, however, is subject to modification as directed by the project's Steering Group. It is the responsibility of the Technical Expert to ensure that its tasks are completed within the given timeframe that aligns with instructions from the Steering Group.

The Technical Expert is also expected to maintain consistent communication with the EFBWW's project manager on the following key issues:

- a) Progress of the technical analysis for the feasibility study
- b) Collaboration with the Legal Expert(s) and Coordinating Experts
- c) Resolution of any issues or concerns and ensuring the steady progress of the project.

6. Methodology for Coordination and Communication

The SIDE-CIC project coordination and communication will be managed by the Steering Group, with the support of the Coordinating Expert. The Group consists of representatives from European social partners involved in the construction industry. The Technical Expert will be invited to the Steering Group meetings throughout the course of the project. There are a total of four Steering Group meetings planned (as per the provisional timetable attached) from the planned point of appointing the Technical Expert, and it is anticipated that the Technical Expert will participate in all of these, alongside any other necessary seminars.

7. Payment Terms

Payments for the services rendered will be executed in accordance with the European Union's Financial Guidelines. The Technical Expert will receive remuneration once the assigned tasks have been performed satisfactorily and approved by the steering group. This approval will be

confirmed through the submission of invoices by the service provider after the completion and acceptance of the tasks. The invoices should detail the services provided.

8. Selection Criteria for the Technical Expert

The Technical Expert will be chosen based on the following criteria, in line with the provisions of the Public Procurement Directive 2014/24/EU, Article 58:

- a) Eligibility to perform the professional activity;
- b) Economic and financial stability;
- c) Technical and professional competence.

Please note, any tenders failing to meet all of the above criteria will not proceed to the next stage of the selection process. Furthermore, bids exceeding the defined maximum budget for this project will be automatically excluded. It is crucial that tenderers ensure their submissions are compliant with these requirements to be considered for the role.

9. Award Criteria

The contract will be conferred to the applicant whose tender offers the most economically advantageous solution, considering the following factors:

- Expertise in IT, digital security and data interoperability standards (30%)
- Expertise in digital identity technology (20%)
- Prior experience working with social partners (20%)
- Quality and breadth of the network of national experts (10%)
- Expertise in labour market issues related to the construction industry (10%)
- Language (EN) and communication skills (5%)
- Price (5%)

Given the project's co-funding by the European Commission, contracts will not be awarded to any bidder whose tender surpasses the amount endorsed by the European Commission for this task, i.e., 300,000 Euros (amount is inclusive of VAT and all social charges).

Note: the travel and accommodation costs for the expert(s) for participating in the Steering Group meetings, in the workshops, in the final conference will be reimbursed to the selected service provider by EFBWW separately (within the limits of the European Commission's rules) on the basis of original proofs of expenses provided to the EFBWW. Such costs should therefore NOT be taken into account in the price submitted to this call for tenders.

10. Content of the tenders

We invite all interested parties to submit their tender which should include the following elements:

- a) The proposed structure and methodology for achieving the project objectives and carrying out the anticipated tasks.
- b) A detailed pricing structure or offer for the project.
- c) The curriculum vitae of the individual(s) who will be involved in the project, demonstrating relevant expertise and experience.
- d) Examples of similar projects or initiatives that the tenderer has undertaken previously, to illustrate their ability to deliver on the project requirements.

All tenders must align with the specifications laid out in the previous sections of this call for tender.

In addition, we welcome any suggestions, proposals, or innovative solutions that tenderers may have for achieving the goals of the SIDE-CIC project. We appreciate fresh perspectives that may enhance the project's effectiveness and impact.

11. Tender Evaluation Procedure

The economically most advantageous tender will be identified by the evaluation of each award criterion on a scale between 0 and 10. These results will be counted using the relative ponderation indicated in % behind the award criteria.

12. Instructions for Submission of Tenders

Interested parties should send their bid via one of the following methods:

- a) via e-mail to jcornah@efbww.eu (with gdpr@efbww.eu in cc) no later than **26 April 2024**, or,
- b) by registered mail posted no later than **26 April 2024** (date as postmark), to the following address:

EFBWW
f.a.o. Jonathan Cornah
Rue Royale 45/1
1000 Brussels
Belgium

or,

- c) delivered by hand, i.e. by delivery in person or by an authorised representative (including private courier services) no later than **26 April 2024** at 4 p.m. at the same address. Late delivery may lead to the exclusion of the tender from the award procedure for this contract.

For tenders submitted by private courier services and hand delivered requests, the EFBWW secretariat will sign a receipt stamped on the date of reception, which will serve as proof of delivery.

13. Additional Information

Any request for additional information must be sent in writing to EFBWW at the following e-mail address: jcornah@efbww.eu.

Alternatively, information may be requested by mail through the following addresses:

- EFBWW, Rue Royale 45/1, Bruxelles 1000, Belgique

The response(s) will be sent to all tenderers by electronic mail.

