

## **EIGE/2011/OPER/31. Questions & Answers Nr 2**

### **Question 1 a:**

#### **Data collection (Objective 2, Page 11):**

The tender documentation states meetings with 27 member states - Can you clarify the purpose & context of these meetings? (Communication section Page 21)

Will EIGE give the relevant contact list of member state experts or is this the responsibility of the tenderer?

### **Answer 1a:**

The meetings to be organised with 27 member states referred on page 21, under the heading 1.3.9 Communication, of the Tender specifications, will be organised by the European Institute for Gender Equality within the framework of its communication strategy on the Gender Equality Index.

The contractors are not expected to organise or participate in any meetings with the 27 member states.

### **Question 1b:**

Is it the responsibility of the tenderer to collect all the information required for the SIS database or will EIGE provide support?

### **Answer 1b:**

According to the tender specifications, namely within the description of task 2, on page 11, the contractor is expected to produce a Statistical Information System (SIS) and to collect all the information and meta-information required for the production of the SIS database.

The reference frame for the collection of information requested is described under heading 1.3.1 "Scope of work".

### **Question 2:**

#### **Research Review (Objective 3, Page 12)**

Can you clarify research mentioned in this section relates only to information collected in Task 2 or does it also relate to other research projects currently or previously carried out by the EIGE?

### **Answer 2:**

Objective 3, *Review the research carried out within the framework of the study, stated in the tender specifications*, on page 12, refers to the research work carried out in Task 1 and Task 2.

Task 1 and 2 are related to Objective 1, *Develop a concept for the classification structure of a relational database, a Statistical Information System (SIS), to be used for the development of the Gender Equality Index* and Objective 2, *Produce the Statistical Information System for the collection and classification of input, process and output variables.*

**Question 3:**

**Software selection (Deliverable 4 Page 16):**

When does the EIGE expect the decision on software selection to be made?

Can you clarify if the purchase of software is part of the scope of the tender? i.e. covered by the tender price?

Does EIGE expect the tenderer to provide implementation assistance for the software package?

Is the software implementation covered by the scope of the tender?

**Answer 3:**

The decision on the appropriate software to deliver the complete database and its log file (Deliverable 4) will be discussed during the inception meeting and taken within 20 weeks after the signature of the contract which is the deadline for deliverable 4.

The European Institute for Gender Equality is not requesting under the framework of this contract the purchase of any particular software and neither its implementation assistance.

**Question 4:**

**Researcher (Task 4, Page 12)**

At what stage of the project does the EIGE expect the researcher to be available in Vilnius?

**Answer 4:**

The European Institute for Gender Equality expects that the contractor will make available the support of one researcher for 45 person/days to work at EIGE to work on the calculations and statistical analysis of the Gender Equality Index, as described on task 4, page 12 of the tender specifications.

The support of this researcher will be required after the delivery and validation by EIGE of the complete database and its logfile, containing the Statistical Information System.

**Question 5:**

**Q4 2012 seminars & presentations (Communications Page 21)**

What does EIGE expect the focus & role of the tenderer in these events to be?

Does it require the architects of the SIS to be present?

Does it require the Gender equality index experts to be present?

What are the expected materials to be presented?

**Answer 5:**

As stated in the Tender Specifications on page 21, under heading 1.3.9, the European Institute for Gender Equality may invite the Contractor to participate in:

- Three working meetings of EIGE's Working Group on the EU Gender Equality Index to be held in Vilnius by the 4<sup>th</sup> Quarter of year 2012;
- One international consultation seminar on measuring gender equality in Europe organised by EIGE to be held in Vilnius by the 4<sup>th</sup> Quarter of year 2012.

In order to give a presentation on the main findings of the project regarding the production of the Statistical Information System.

The presentations will be based on the produced reports and deliverables which are indicated in the tender specifications.

The experts requested to participate in the meetings should be those most competent in the presented deliverables.