



# Service to Interact supporting Inclusive growth network on the topic of “Skills for a quality job” financed by European Territorial Cooperation in 2014- 2020 and the trends for 2021-2027.

Service specifications for support expertise to the Interact Inclusive Growth Capitalisation Network on the topic of “Skills for a quality job” financed by European Territorial Cooperation (incl. Interreg (all strands), ENI CBC and IPA 2014-2020) and the trends for 2021-2027. Interreg (all strands), ENI CBC and IPA programmes)

## Terms of reference

On behalf of the Interact Programme, Interact Office Valencia (hosted by the Generalitat Valenciana) is inviting interested experts to submit a quotation for a short-term contract for the support expertise services for the Inclusive Growth network on the topic of “Skills for a quality job” in EU Cooperation programmes 2014-2020. Part of the study will also be dedicated at the EU funding opportunities for the Interreg programmes to support this topic in the programming period 2021-2027.

To respond to this call for tenders, interested experts must demonstrate their experience, capacity, and suggested approach to carrying out the assignment in view of the specification presented in this Terms of Reference.

**Interact Programme** is a cooperation programme under the European Territorial Cooperation objective (Interreg) of the 2021-2027 Cohesion Policy. It is co-financed by the European Regional Development Fund (ERDF). Its specific mission is to support these programmes in their daily work. So, to help them successfully navigate the Interreg world, we provide advice, organise learning events and develop a wide range of tools. Then the thematic capitalisation, one. You can find further information and relevant documents concerning the Interact Programme on the programme website: [www.interact-eu.net](http://www.interact-eu.net)

**About 2023 being the “European Year of Skills”.** This year puts skills centre stage. This Year is all about helping people get the right skills for quality jobs and helping companies, small and medium enterprises, address skills shortages in the EU. Having a workforce with the skills that are in demand contributes to

sustainable growth, leads to more innovation, and improves companies' competitiveness. Skilled workers enjoy better job opportunities as well as broader possibilities to fully engage in society. This is key to ensuring that the economic recovery as well as the green and digital transitions are socially fair and just.

How? By showcasing skills development opportunities and activities across Europe, fostering easier recognition of qualifications across borders, by bringing organisations and people together to share their experiences and insights, and setting out how EU initiatives and funding possibilities can help.

During 2023 events and awareness-raising campaigns will happen across the EU. More information at [European Year of Skills \(europa.eu\)](https://europa.eu)

## **Service specifications**

### **I. Purpose of the assignment and target groups.**

Being 2023 the European Year of Skills, considering that programmes are launching their first calls and more than 1500 projects have been implemented during 2014-2020 period, it is timely to look more into details at what was achieved and highlight the added value of Interreg contribution in the field of Skills focused on a quality job.

In this context, the study the Interact programme intends to produce aims at:

1. Identifying, mapping, and clustering EU Cooperation projects results and main best practices outputs in the field of “skills for a quality job” during 2014-2020 and 2021-2027. Clusters could be under the following heading:
  - promoting investment in training and upskilling, enabling people to stay in their jobs or find new ones
  - ensuring skills match the needs of employers, by closely cooperating with social partners and companies
  - matching people’s aspirations and skill sets with opportunities in the job market, especially for the green and digital transition and the economic recovery
  - attracting people from outside the EU with the skills needed
  - other
2. Analysing Interreg’s contribution to reskilling and upskilling, helping people to get the suitable skills for quality jobs: Key achievements, strengths, weaknesses, and challenges.
3. Synergies opportunities with other skills related to EU instruments and funds: Benchmarking between European Social Fund Plus (ESF+), the Recovery and Resilience Facility, Digital Europe Programme, Horizon Europe and Erasmus+.
4. Recommendations to Interreg programmes to better support quality jobs through improving people for 2021-2027. Innovative lines of action for the future. As well as EU policy recommendations.

Such information would help Interreg programmes prepare for the new period 2021-2027. New calls and new project ideas could be generated based on the work and the results obtained.

**This service targets** different groups:

**A. decision makers** of the European Union institutions, any organisation or ONG working on skills, education, training, jobs, entrepreneurship-related matters, who need this information to know and finally acknowledge the added value of Interreg in EU policies. The report should consider the European policy activities related to skills and provide some inputs. Here are some examples of action in 2023s:

- The Commission will propose an initiative to renew the **learning mobility framework**. This will enable more learners and educators than before to study and teach abroad.
- The Commission will propose an initiative to improve the **recognition of qualifications** of non-EU nationals to attract workers with the skills needed.
- As part of the **Pact for Skills**, industry, vocational and education providers, social partners, public employment services and others will create more partnerships to commit to training and investing in the reskilling of workers. Partnerships for onshore renewable energy, heat pump skills and energy efficiency are in the making.
- The **Making Skills Count Conference** on 8-9 June will showcase initiatives that increase both the value and visibility of skills.
- The **European Digital Skills Awards 2023** aims to reward projects and initiatives that are helping to bridge the digital gap. Applications are open and winners will be announced in June.
- The **European Vocational Skills Week 2023** from 23-27 October will shine a spotlight on how vocational education and training are key for people of all ages.

**B. project partners, Interreg programmes and other practitioners** involved and /or interested in the “Skills, education, training, jobs, entrepreneurship” topics, who need such information to capitalize, transfer and build up the new calls for 2021-2027 capitalising on previous results.

**C. Interact staff.** To plan further activities on such topics during 2023 and the coming years.

Interact will provide basic keep.eu excel with projects and programmes

#### **Horizontal Elements:**

The information provided may make a special reference to those projects/actions related to “reskilling”, “upskilling”, “social innovation”, digitalisation, new jobs, long-life learning, and recognition of qualification. Not forgetting those factors based on gender, age (young ageing) and marginalization, such as migrants or people with different abilities.

## II. Objectives and content of the assignment.

Objective	Output	Final Expected Deliverable
<p><b>Identifying EU Cooperation projects results and main best practices outputs in the field of “skills for a quality job” during 2014-2020 and 2021-2027</b>            *The number of projects to be final will be decided with the contractor, once the global mapping.</p>	<p>-Geographical mapping, classification, and clustering projects.            - General key facts and figures (number of projects and budget)            -Main characteristic per cluster</p> <p>- 3 Project examples per cluster. Specifying the main project characteristics and at least one best practice output for each project example-</p> <p>- Each project example will have a general description, geographic location, partners and budget and a minimum of 1 photograph            - The chosen outputs will have an explanation of why it was chosen.</p> <p>Criteria</p> <ol style="list-style-type: none"> <li>1- Transferability of results</li> <li>2- Innovative approach</li> <li>3- Territorial impact</li> </ol>	<p>Chapter 1. Visual Mapping in excel and other            Infographic in word pdf and in a format ready to adapt into future video. (5 pages max)</p> <p>Publication/report visual. Including photographs and infographics. (1 page per flagship)</p> <p>The publication will be delivered in the following formats: word, pdf and in a format ready to adapt into future videos. (2 pages per project example, included the output)</p>
<p><b>Analysing Interreg’s contribution to reskilling and upskilling, helping people to get the suitable skills for quality jobs</b></p>	<p>Interreg Key achievements, strengths, weaknesses, and challenges on skills for quality jobs</p>	<p>Chapter 2. Visual text and other            Infographic in word pdf and in a format ready to adapt into future video. (1 page max)</p>
<p><b>Synergies opportunities with other skills related to EU instruments and funds: Benchmarking between</b></p>	<p>Benchmark between EU Cooperation <a href="#">European Social Fund Plus (ESF+)</a>, the <a href="#">Recovery and Resilience Facility</a>, <a href="#">Digital</a></p>	<p>Chapter 3. Visual table.            The publication will be deliver in the following formats:</p>

	<a href="#">Europe Programme</a> , <a href="#">Horizon Europe</a> and <a href="#">Erasmus+</a>	word, pdf and in a format ready to adapt into future video.
<b>Recommendations</b>	List of recommendations to Interreg programmes to better support quality jobs through improving people for 2021-2027. Innovative lines of action for the future. As well as EU policy recommendations	Chapter 4. Publication/report visual. Including photographs and infographics 1 page. The publication will be deliver in the following formats: word, pdf and in a format ready to adapt into future video.

### III. Background documents to consider when sending the tender.

- [https://commission.europa.eu/strategy-and-policy/priorities-2019-2024/europe-fit-digital-age/european-year-skills-2023\\_en#boosting-competitiveness-participation-and-talent](https://commission.europa.eu/strategy-and-policy/priorities-2019-2024/europe-fit-digital-age/european-year-skills-2023_en#boosting-competitiveness-participation-and-talent)
- European Pillar of social rights Action Plan [The European Pillar of Social Rights Action Plan \(europa.eu\)](#)
- Interact will provide basic keep.eu excel with projects and programmes.

### Requirements to the provider.

1. Relevant experience. Interact Office Valencia aims at acquiring this service from providers with relevant experience on EU Territorial Cooperation (Interreg) and in the field of **skills for quality jobs** or in its defect on EU social policy.
2. Relevant experience on analysis and infographics.
3. Work based on relevant information available. The service shall consider all 3 sources of information: KEEP project data base, the programmes' web site and projects library and INTERACT documents. In addition to those the relevant EU and International funding programmes website and any other source of information relevant to the analysis and desk research.
4. Expected input to the development of the tasks and documents during the whole process. All the tasks will be developed in English and implemented in close cooperation with Interact staff.

5. Publication and Dissemination. All deliverables shall be realised in digital editable formats and it should be ready to adapt into a video. They will be diffused via the Interact website and other digital means.
6. Added Value. Any information that could be consider as an added value to the service should be highlighted in the tender to be consider in the final selection.

## **Operational requirements**

The successful tenderer will be responsible for the implementation of the tasks mentioned above, make sure that the deadlines are respected and hold the responsibility for the quality of the services delivered.

For the above products the following operative procedure will apply:

- A kick-off meeting (online or at the premises of the successful tenderer or contracting authority) between the contractor and the contracting authority will be set in order to better address the needs of this contract;
- Different proposals for the execution and development of the deliverables will be submitted to the contracting authority;
- Several rounds of feedback on the chosen approach are expected.

Since Interact Office Valencia needs to be able to check the different draft versions delivered for task, the contractor shall use an online platform so as to access the content.

The Interact visual identity shall be used. Interact Office Valencia will provide the graphics and illustrations created for capitalisation in high quality format as well as the Interact corporate design manual.

## **Delivery format**

The timetable will ensure that the service is completed on schedule and serve to the promotion of the final draft publication by July, the 3rd 2023.

Expected timeframe:

- 18 May 2023: deadline for sending offers.
- 25 May 2023: award of the service and confirmation notice
- 26 May 2023: Kick-off meeting and starting on the implementation
- 26 June 2023 Final Draft of all deliverables
- 29 June 2023 Feedback
- 3 July 2023: Final sending of all deliverables

## **Conditions to be respected during the delivery period**

The service provider will work in permanent contact with the staff of the Interact Office in Valencia.

The service implementation period will last from the notice confirmation of service award of the service expected on 25<sup>th</sup> of May 2023 until the final delivery expected by 3 of July 2023

The information collected and analysed is subject to a data privacy clause. Upon delivery of the material, all records shall pass into the exclusive ownership of the Interact Programme, including all use and distribution rights connected to this.

### **Profile of the service provider**

- Able to take over and technically deliver the **products** listed under 'Service specifications';
- Should have an original input to the overall service delivery;
- Able to provide the relevant support – providing professional advice on possible developments and adjustments;
- Able to work and deliver the services in English.
- Able to provide content and visuals.

### **Submission of offers**

Interact invites interested experts to submit their offer, including an initial concept, methodology for the project and milestones for the work envisaged, along with their CV (demonstrating their fulfilment of the requirements outlined above) and a price quote for their services.

**As for the budget, this contract shall not exceed EUR 15.000,00 (excluding VAT).**

The e-mail subject line must indicate "Expert support to study on Skills for quality jobs".

The selected expert must be available to discuss the project with Interact Office Valencia during 26<sup>th</sup> of May 2023 via teleconference.

During the bidding process, it will not be possible to obtain additional information to that stated in these Terms of Reference (ToR). Should the need arise for clarification or interpretation, please address a written request to Interact Office Valencia by e-mail to [mercedes.acitores@interact-eu.net](mailto:mercedes.acitores@interact-eu.net) and to [berengere.roeges@interact-eu.net](mailto:berengere.roeges@interact-eu.net).

Providers must submit:

- a summary proposal explaining the understanding of the task to be performed, description of the idea, methodology and technical solutions envisaged to be implemented. **Provision of explanatory examples** that clarify the approach and any other additional proposals are welcome.
- the proposed bid must include as mandatory elements:
  - the “Estimation of Costs and Workdays” by splitting the number of workdays and costs by tasks and sub-tasks, using the provided Excel template.
- The costs shall be denominated in Euro – including the calculation of VAT.
- CVs/portfolio highlighting the experience in the field of **skills** or in defect other related Employment, Education, or Innovation Policy, plus in EU Cooperation.

All tenders must be clear, complete and consistent with all the requirements laid down in this tendering document

Tenders must:

- be signed and submitted by the tenderer or its duly authorised representative;
- be perfectly legible so that there is no doubt about word and figures;
- contain the contact details of the relevant person to be approached.

Completed proposals must be submitted in one complete set of electronic documents no later than **18 May 2023 at 12:00 CET**.

Please submit to [berengere.roeges@interact-eu.net](mailto:berengere.roeges@interact-eu.net) and [mercedes.acitores@interact-eu.net](mailto:mercedes.acitores@interact-eu.net)

### **Payment Policy.**

The payment will be carried out within a period of 30 and 60 days after the delivery of services and submission of an invoice.

Awarding criterion

Those offers not meeting the quality criteria foreseen in “Requirements to the provider” section will be excluded.