



EFFAT

EUROPEAN FEDERATION OF FOOD, AGRICULTURE AND TOURISM TRADE UNIONS

TENDER SPECIFICATION

EFFAT Project

Making full use of the EU social acquis to better shape the impact of technological developments in the European food and drink industry

Budget Heading 04.03.01.06

Information, consultation and participation of representatives of undertakings

CALL FOR PROPOSALS

VP/2018/006

Grant agreement VS/2019/0062

1. Background

It is still difficult to get a clear idea of what the so-called 'digitalisation of the economy' entails, the extent of the phenomenon and its likely social impacts.

There is a serious lack of relevant data and there are many unanswered questions still to be tackled. Digitalisation of the economy includes two main components: robotisation in all its forms (material and virtual) on the one hand, and a new business model, the platform economy, on the other. This project will focus on the impact of robotisation and automation in the European food and drink industry.

Robotisation encompasses all the computerisation and automation phenomena that enable robots to carry out non-routine manual and cognitive tasks. Robots may be either real (smart factories, driverless cars, 3D printers, etc.) or virtual (software, algorithms, production process management and control systems, artificial intelligence, etc.).

Today robots replace humans in complex and specific tasks as they are stronger and more accurate. Tomorrow they will likely replace human brain through predictive analysis and diagnostics.

Digitalisation is a top priority of the EFFAT agenda since already many years. EFFAT is reluctant to believe in the catastrophic scenarios some studies foresee: evidence shows that real challenges for employment especially arise in those companies that do not invest enough in research and development. The introduction of new technologies is nowadays key to ensure companies long-term sustainability and it is crucial to remain profitable in the market. Moreover, it is an opportunity to improve working conditions and health and safety standards.

At the same time, EFFAT knows technological developments and the so-called 4th industry revolution will clearly have a relevant impact on work organization, employment relationships and labour relations.

In order to address all those questions in a sustainable manner, EFFAT considers crucial for actors at company level to strengthen their cooperation making use of all processes and tools available at European and national level. This project will therefore particularly look at rights and duties provided by the EU *Social acquis* to deal with the changes caused by the introduction of new technologies.



2. Objectives of the project

There are 2 main objectives of this project:

1) **To assess the possible impact of automatization and robotisation in the European food and drink industry in the medium and long term.**

The assessment will in particular focus on the impact of technological developments on:

- the digitalisation of tasks, jobs and workplaces;
- the human-machines interactions;
- work organisation (including working time and the concept of smart factories)
- output and productivity;
- working conditions and employment contracts;
- improvements and challenges for workplace health and safety;
- the required skills and qualifications;
- reconciliation of private and working life (right to disconnect);
- privacy, GPS tracking and data protection;
- labour relations, workers participation and collective bargaining.

The assessment will consider the impact of technological developments for both blue collar and white-collar workers.

2) **To take stock of all rights and processes provided by the EU social *acquis* to better shape the effects of technological developments.**

More and more transnational companies' strategies are to a large part driven by the potential of digitalisation, because this promises enormous gains in efficiency.

This has impacts on the business but also on employment relationships, working conditions, working procedures, and working methods. And having a say on all these elements it is crucial to ensure companies sustainability.

Next to the general rights to information and consultation, there are specific rights for workers representatives with respect to the introduction of new technologies. The project will take stock of all rights and processes existing in the EU social *acquis* that can be used to shape the impact of technological developments. The project will also consider the new legislative acts adopted within the framework of the EU Company Law Package and the EU Pillar of Social rights.

Two different experts will be responsible to work on the two above mentioned objectives.

This call for tender is addressed to experts willing to work on objective nr. 1 (i.e. To assess the possible impact of automatization and robotisation in the European food and drink industry in the medium and long-term).

3. Tasks to be performed by the Contractor

The contractor must assess the potential impact of robotisation and automation in the food and drink sector.

The assessment will consider the impact of technological developments for workers employed in production, distribution, sales officers and other white-collar workers.

In order to facilitate this task, EFFAT will facilitate the access to production, administrative and logistic sites of transnational companies operating in the food and drink industry.



The analysis of the expert will be focused on at least 5 case studies. Fact-finding missions will be carried out by the contractor in order to better understand the impact of technological developments (case studies).

Case studies will be identified by the contractor with the support of the EFFAT Secretariat. Interviews will be conducted with local level of trade union representation and human resources management.

A report will then be drafted on the basis of the material and the information gathered, outlining the findings of the case studies and of the fact-finding missions. The analysis will focus in particular on the potential consequences of technological developments on:

- the digitalisation of tasks, jobs and workplaces;
- the human-machines interactions;
- work organisation (including working time and the concept of smart factories)
- output and productivity;
- working conditions and employment contracts;
- improvements and challenges for workplace health and safety;
- the required skills and qualifications;
- reconciliation of private and working life (right to disconnect);
- privacy, GPS tracking and data protection;
- labour relations, workers participation and collective bargaining.

The contractor will need to:

- identify, together with the EFFAT Secretariat, representative case studies;
- develop interview templates, together with the EFFAT Secretariat;
- analyse at least 5 representative case-studies, carrying out 5 field visits (and the relevant interviews);
- produce a report on the case studies conducted, describing the impact of technological developments in the cases studied, in particular on the above-mentioned aspects (approximately 70 pages);
- contribute to organise and participate in two conferences, one in June 2019 and one in November 2019 to present the methodology;
- participate in and contribute to the final event in the framework of the project scheduled in May 2020;
- keep ongoing communication with the EFFAT Secretariat;

4. Expertise required

The tenderer must have a sound understanding of digitalisation for the food and drink industry and its socio-economic impacts. Moreover, the tenderer should prove his/her expertise with examples of his/her work.

The contract will only be awarded to tenderers that fulfil the following criteria:

- experience with carrying out surveys in an international / European context;
- thorough and up-to-date theoretical and practical knowledge of digitalisation in the food and drink industry
- familiarity with employment matters, labour relations and working conditions in the food and drink industry;
- ability to collect, process, document and elaborate primary information relevant to the objectives of the survey by approaching and communicating with a variety of relevant stakeholders, including workers, employers, trade union officials, etc;



- capacity to coordinate the work in a multicultural and multi-language environment;
- familiarity with European and national trade unions and employer structures;
- ability to deliver sound methodology, reports, valuable analysis, solid conclusions and practical, original recommendations in a clear and concise English;
- ability to work within specified deadlines and to respect budgetary limits;
- good administration and project management skills.

The work of the contract can be undertaken by one contractor or a consortium of contractors provided that one member of the potential consortium takes the lead and demonstrates it can work effectively with the other partners. All reports must be submitted in an electronic version. Electronic files must be in Microsoft Word for Windows format. All reports must be written in clear and concise English. They should also be well structured and drafted in a style suitable for wider dissemination. The final materials must be fit for publication and revised by a native English-speaker. The work of the contractor will be supervised and advised upon by the EFFAT Secretariat.

5. Indicative time schedule

The subcontractor will be asked to perform the above-mentioned tasks by the end of January 2020.

The subcontractor will also be asked to participate in the final conference in May 2020.

Please note that the exact dates of the above-mentioned events may be subjected to slight changes and will be decided upon by the EFFAT Secretariat.

6. Payment

The maximum budget available is € 24,800 (incl. VAT).

The costs of contractors' services are limited to the budget allocated under Commission co-financing and are subject to the rules governing the associated agreement. Costs over and above the stated limit will not be authorised.

The Contractor will receive an advance and a final payment upon receipt of the requested material.

Travel and accommodation will be covered by the grant agreement and reimbursed by EFFAT upon justification.

7. Legal obligations

Basis of the contract is the grant agreement between the European Commission and EFFAT. The terms of this grant agreement are also applicable to the Contractor.

8. Selection criteria

The tenders will be assessed by the EFFAT Secretariat against the following criteria:

- possession of the necessary skills and experience of direct relevance to the activities concerned by this call for tenders;
- possession of the necessary knowledge and experience in digitalisation issues, and working conditions in the food and drink industry;



- ability to write documents in clear and concise English;
- very good communication skills;
- respect of budgetary constraints;

9. Award criteria

The contract will be awarded to the tenderer whose offer represents the best value for money, taking into account the following criteria:

- capacity to understand and achieve the objectives of the project;
- quality and coherence of the proposed research methodology;
- proof of compliance with required expertise and qualifications in the field of research (please attach references and similar studies carried out in the field of digitalisation/automation);
- ability to deliver within project deadlines and budgetary limits.

The respect of the principles of transparency and equal treatment with a view to avoiding any conflict of interest will be undertaken.

10. Content and presentation of the bids

The tenders should show how they propose to implement the project. They should also include the CVs of all the prospective members of their team, as well as samples of the most relevant work they have written in English. The tenders should show how the prospective contractor meets the required expertise, knowledge and selection criteria. The bid should also include:

- research methodology;
- time table for the execution of the contract and the number of performance days;
- CV(s) and references demonstrating the expertise and the experience of the tenderer;
- daily fee (VAT excluded, and VAT included, indicating the applicable VAT rate) and the total price of the bid;
- complete contact details and bank details and a proof of the professional registration of the tenderer (VAT number, enterprise number).

The bid must be presented in **EN**.

Offers must be received **by 28 April 2019 at the latest**.

All candidates must deliver their bid **by registered mail and by e-mail** to:

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