

## Lot I – Data Gathering

The goal of this activity is to collect sufficient, accurate, and relevant data to get deep into the facts and capture evidence to:

- identify vulnerable jobs within two selected industries (automotive, oil & gas);
- map the skills associated with each task required for a relevant number of vulnerable jobs within the two selected industries (automotive, oil & gas) but also if and how they could transit into future jobs;
- understand what impact automation and digitalisation will have on job tasks and jobs, the amplitude of the risk of redundancy for the jobs, how many are rather dead-end jobs, how many could complement technology etc.

**Methodology:** we encourage candidates to propose a relevant methodology, which includes both qualitative and quantitative methods, in line with the research scope (ex. desk research, interviews, surveys, job shadowing, etc.), integrating also the MIT Lab methodology – [the Lean Research framework](#). Regardless of the proposed methodology, the research must include [Skillscape elements](#).

**Concordia will ensure the communication management between the data collection entity selected for the study and the representatives of the automotive and oil and gas sectors.**

### Main deliverables:

- The work plan and the relevant methodology used for the implementation of the project;
- The rough data collected/ evidence gathered through the research;
- An analysis of the evidence gathered through the research tools:
  - Quantitative: questionnaires, surveys, etc./ analyze at least 30 jobs for each of the two selected sectors and their risks potential for automation;
  - Qualitative: at least 8 interviews organized with decision-makers from each industrial sector.

**BUDGET:** it should not exceed the **equivalent in LEI of 20.000 Euro (all the taxes included)**.

### Selection procedure

The selection procedure will consist of two stages:

1. Stage one: initial selection (application review)

2. Stage 2: online presentation – only complete applications will be taken into consideration.

### Stage One

Interested candidates must send the following application documents by e-mail:

- A description of the team, their tasks within the project and their CVs,, emphasizing the candidate (s) data collection capacity;
- A portfolio of relevant studies/reports/projects, preferably on a topic related to the current call for offers (it will be used only for the selection process, they will not be made public);
- A draft work plan and the proposed methodology, explaining the methodological approach, a short description for data collection methods, mentioning an approximatively sample size;
- A financial offer (all the taxes included) and a proposed timeline.

The applications must be submitted by the **6<sup>th</sup> of August 2021** at [office@confederatia-concordia.ro](mailto:office@confederatia-concordia.ro).

### Stage two

Only complete applications will be taken into consideration for the second stage of the selection process.

Candidates accepted for the presentation stage will be announced by the 10<sup>th</sup> of August 2021.

Online meetings will be organized only with the selected candidates. During the presentations, the selected applicants must demonstrate their motivation, commitment, and the necessary background for carrying out properly the assignment.

### Awarding Criteria

In selecting the offer, the following criteria will be taken into consideration:

- ✓ Relevant experience in research activities and data gathering connected to the topic;
- ✓ Relevant capacity to manage the research and achieve the objectives;
- ✓ The proposal reflects the scope of the project and research;
- ✓ The sample size proposed for the research;
- ✓ The financial proposal reflects the amplitude of the research and the candidate's experience;
- ✓ Proficiency in English.

### Call for Offers Timeline:

Action	Deadline
Launch of the call for offers	July 9, 2021

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Deadline for receiving clarification requests regarding the call for offers	July 28, 2021
<b>Deadline for submitting applications</b>	<b>August 6, 2021</b>
Deadline for organizing interviews with the selected applicants	August 10, 2021
Deadline for signing the contract	August 31, 2021