

# Call for tender: Research “The short-term impact and policy response of COVID-19 for the PHS sectors”

The [Ad-PHS](#) project has, as its main objective, the creation of a platform as single point of contact to support, guide and provide advice to Public Authorities and stakeholders across Europe in the development of their PHS policies. The Personal and Household Services (PHS) sectors comprise several domains of services and activities which contribute to the households’ wellbeing, both through care and non-care interventions. For more information about PHS and the project, please visit the website: [www.ad-phs.eu](http://www.ad-phs.eu)

## Tender Specifications

### 1. Background

The severe disruption to services caused by the COVID-19 crisis has led most EU Member States to adopt measures designed to address this impact on the Personal and Household Services, including both declared and undeclared services. While it is too early to assess the long-term impact of these public measures, it is nevertheless pertinent to identify, catalogue, and analyse these responses and their immediate impact on the sectors.

### 2. Purpose of the Contract

The Ad-PHS project is looking for a Researcher/Research team to carry out a study and produce a report on the short-term impact of COVID-19 on the PHS sectors. This study should cover several EU countries in order to provide an overview of the public measures taken to support the PHS sectors and of their impact.

### 3. Tasks to be performed by the Contractor

#### 3.1. Description of tasks

The study should focus on providing an overview of the various measures taken by Member States to address the impact of the COVID-19 crisis on the PHS sectors.

The final report should thus contain:

- An overview of the situation at the national level of the countries targeted by the Ad-PHS project (Austria, Belgium, Bulgaria, the Czech Republic, Denmark, Estonia, Finland, France, Germany, Hungary, Ireland, Italy, Luxembourg, Malta, the Netherlands, Poland, Romania, Slovakia, Slovenia, Spain and Sweden).
- An analysis and comparison of these measures, as well as a contextualization at the European level

### 3.2. Guidance and indications on tasks execution and methodology

In order to produce this study, the researcher(s) are expected to execute the following tasks

- Elaborate a multilingual survey to be disseminated among PHS stakeholders (such as public authorities, service providers, or trade unions) in the targeted countries. This survey is to be elaborated in cooperation with the project partners. The partners will ensure that the survey is distributed within their various networks.
- Conduct desk research on the various measures taken by Member States to address the impact of the COVID-19 crisis on the PHS sectors.
- Conduct expert interviews to complement the information gathered through desk research and the survey, so as to facilitate the analysis of the measures identified.
- Draft a final report containing the main findings of the study, including figures and an analysis of the trends observed. This report should complement the structure and the information provided in the [PHS in the EU: State of Play](#) report produced within the Ad-PHS project. The final report will be translated in 17 languages, the cost of translation will not be incurred by the selected researcher(s).

## 4. Expertise required

The researcher(s) will be expected to demonstrate:

- Proven experience in coordinating international research projects and collaborative work;
- Solid academic and/or professional background with regards to home care and domestic services;
- Experience in data collection, analysis and presentation;
- Wide network of contacts and entry-points for collecting data at national level in EU countries; the selected candidate should ensure the processing of national data in local language(s)
- Experience of writing accessible reports for an NGO and/or EU/national organisation readership;

- Excellent command of English (written and oral)
- An operational approach to the integration of good management principles, including correct personal data management in line with the requirements of applicable data protection legislation.
- Capability to work in English and in other languages of the selected countries.
- Only candidates from EU Member States are eligible for participating in the tender.

## 5. Time schedule and reporting

Deadline for applications: 16/08/2020

Response to applications: 21/08/2020

Selected applicants are expected to take on the assignment as soon as possible. A draft of the survey will be presented by the project partners to the researchers so that the survey can be revised and launched no later than August 28, 2020, in order to run until the end of September. The draft of the final report should be submitted in late October 2020 while the final version should be submitted in mid-November 2020.

## 6. Payments and standard contract

Payment will be made on receipt of the draft of the deliverables and the final version of the deliverables, 40% and 60% respectively.

Only validated reports will be accepted and fully compensated.

The Contract will be drawn up between EASPD and the contractor.

## 7. Price

The estimated price is max. EUR 8.000, all taxes included.

## 8. Selection criteria and award criteria

The contract will be awarded to the tenderer whose offer represents the best value for money - taking into account the quality of submitted document and individual expertise. The contract will only be awarded to a tenderer who clearly proves that they have knowledge, experience and expertise which match at least 70% of the selection criteria.

## 9. Content and presentation of the bids

### 9.1. Content of the bids

The applicant(s) should submit the following documents until **16/08/2020; 23:59 CET**:

- A **motivation letter** describing your expertise and explaining why you are the right candidate(-s) for the assignment (not more than 1 page).
- A **technical proposal** explaining how you plan to conduct the research, a proposed methodology, a work plan, resources needed, budget, etc. (not more than 2-3 pages).
- **CV**, including the list of published articles, reports, studies if relevant.

Only selected candidates will be contacted.

### 9.2. Presentation of the bids

The tenderer will ensure that their bid clearly identifies how they meet the selection criteria. It would also be useful to see examples of previous work demonstrating their ability to write and present in English.

## 10. Contact details

Please send bids to Aurélie Decker at [aurelie.decker@efsi-europe.eu](mailto:aurelie.decker@efsi-europe.eu)