

**DECISION NO 53 OF THE MANAGEMENT BOARD OF THE EUROPEAN FOUNDATION FOR THE IMPROVEMENT OF LIVING AND WORKING CONDITIONS ('EUROFOUND') ON A REVISION OF THE PROCUREMENT PLAN UPDATING THE FINANCING DECISION 2022**

THE MANAGEMENT BOARD OF THE EUROPEAN FOUNDATION FOR THE IMPROVEMENT OF LIVING AND WORKING CONDITIONS (EUROFOUND),

Having regard to the Financial Regulation of Eurofound<sup>1</sup> hereinafter referred to as 'the Financial Regulation' and in particular Articles 32 and 72,

Whereas the Financial Regulation stipulates that Eurofound's annual and multiannual work programmes included in the single programming document referred to in Article 32 shall be equivalent to a financing decision for the activities it covers, provided that the elements set out in Article 32(2) and (3) are clearly identified,

Whereas article 32(2) and (3) of the Financial Regulation are fully met by the structure of Eurofound's Programming Document and its adoption process.

Whereas article 72 (3) of the Financial Regulation states that the Financing Decision shall set out for procurements the global budgetary envelope reserved for procurements.

Whereas the Programming Document 2022 was adopted by the Management Board on 19 November 2021 (including the procurement plan in Annex XIII of that document).

Whereas since then, an update of the Procurement Plan is required following more detailed project planning and decisions taken (changes are marked in red or struck through in the plan attached to this decision).

Whereas the proposed revised Procurement Plan will not change the approved budget allocation to each title.

Has decided as follows:

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<sup>1</sup>. Decision No 12 of the Management Board of Eurofound, adopted on 30 August 2019, WPR-2019-05

Article 1

The Management Board adopts the revised Procurement Plan annexed to this decision. The Financing Decision 2022 is updated accordingly.

Article 2

This Decision shall enter into force on the day following that of its adoption.

Done on 31 January 2022

For the Management Board

The Chairperson

Attachment: Procurement plan 2022

**Annex XIII: Procurement plan**

Status: January 2022

Article 72 of Eurofound’s Financial Regulation provides that a budgetary commitment shall be preceded by a financing decision, except for administrative expenditure. It further stipulates that Eurofound’s annual and multiannual work programmes included in the programming document shall be equivalent to a financing decision for the activities it covers. Eurofound’s Financial Regulation specifies that the financing decision shall set out for procurement the global budgetary envelope available (Art. 72 (3)). In other words, the figure defined by this financing decision refers to the procurement budget available in 2022 for operational expenditure in title 3 of Eurofound’s budget and amounts to €880,000. For changing the financing decision, it should be noted that the Authorising Officer (the Executive Director) was delegated by the Management Board only the right to make non-substantial amendments to the work programme. A non-substantial amendment is an increase of the financing decision by less than 20% in line with the following flexibility clause.

**Flexibility clause**

Cumulated increases in the global budgetary envelope of the financing decision not exceeding 20% of the total amount of the financing decision shall not be considered as substantial within the meaning of Article 32(3) of Eurofound’s Financial Regulation, where those changes do not significantly affect the nature of an activity and the objective of the work programme. If changes significantly affect the nature of an activity and the objective of the work programme (for example, the addition or deletion of an activity), this change is always substantial and requires a modifying financing decision, no matter what the budgetary amounts concerned.

Table: Overview of draft procurement plan

Subject	Value	Indicative timeframe for launching the procurement	Comment
<b>Working conditions and sustainable work</b>			
Changes in working conditions and job quality during the pandemic - exploring quantitative and qualitative evidence	€ 60,000	April	
Psychosocial risks at work: analysis of the European Working Conditions Survey 2021 edition	€ 40,000	April	
<b>Industrial Relations and Social dialogue</b>			

Subject	Value	Indicative timeframe for launching the procurement	Comment
Development of EU database on minimum wage rates in collective agreements	€ 40,000	January	Funded under the Service Level Agreement with DG-EMPL for the Pilot project on minimum wage
Representativeness studies - Road Transport & Urban Public Transport	€ 30,000	February	
Measuring key dimensions of industrial relations	€ 55,000	April	
<b>Anticipating and managing the impact of change</b>			
The impact of new developments in human-machine interaction on work organisation and working conditions	€ 75,000	February	
<b>Survey Management and Development</b>			
Data quality assessment of the European Working Conditions Survey 2021 edition	€ 40,000	February	
<b>Communication</b>			
Provision of technical support for livestreaming, webinars and of photography services during meetings and events at Eurofound	€ 120,000	February	4-year contract maximum ceiling. Procurements might be split into two Lots.
Implementation of Digital First strategy	€ 200,000	March	3-year contract maximum ceiling
Integrated online newsroom, press release distribution, media monitoring, database of journalist contacts	€ 100,000	March	4-year contract maximum ceiling
Provision and analysis of the bibliometric data to Eurofound	€ 60,000	September	4-year contract maximum ceiling
<b>Management and development</b>			
<b>Environmental Management Consultancy – EMAS [added]</b>	<b>€ 80,000</b>	<b>January</b>	<b>4-year contract maximum ceiling [added]</b>
Provision of consultancy for project management system maintenance and development	€ 60,000	January	4-year contract maximum ceiling

Subject	Value	Indicative timeframe for launching the procurement	Comment
Purchase of a saloon car	€ 60,000	February	
Provision of canteen and catering services at Eurofound	€ <b>650,000</b> {€ 900,000}	<b>February</b> [January]	4-year contract maximum ceiling
Replacement of Conference Centre boilers	€ 80,000	March	
Supply of electricity to Eurofound	€ 138,000	<b>April</b> [September]	12-month contract maximum ceiling
Refurbishment of bathrooms in Loughlinstown House	€ 70,000	September	