

Brussels, 22.11.2019

Energy Efficiency Compliant Products 2018 - EEPLIANT3

GA N° 832558

Market Research Requirements, Scope and Brief

1. Background

PROSAFE is an international non-governmental organisation established in 1991 by market surveillance officers from various countries throughout Europe. Its main aim is to contribute to the compliance of products and services by promoting best practices in market surveillance. Since 2006, PROSAFE has established itself as the major organising and coordinating body for Joint Market Surveillance Actions in Europe.

PROSAFE's main task is to coordinate Joint Actions between Market Surveillance Authorities. Each Joint Action comprises a number of work packages that target specific product groups, and a number of activities aimed at developing methods and best practices.

In 2019 PROSAFE became the coordinator for the Energy Efficiency Compliant Products 3 - EEPLIANT3. EEPLIANT3 (Energy Efficiency Compliant Products 2018) is a pan-EU Concerted Action on market surveillance aiming to achieve impacts in line with the objectives of the Horizon 2020 Work Programme 2018-2020 Secure, Clean and Efficient Energy. The project is funded by the European Union under the Horizon 2020 framework with a duration from June 2019 until May 2023. Two other organisations are supporting PROSAFE in the coordination of the project: Austrian Energy Agency and Danish voves bureau.

The objective of this Concerted Action is to help deliver the intended economic and environmental benefits of the framework Regulation for Energy Labelling 2017/1369 and Ecodesign Directive 2009/125 by increasing the rates of compliance with them. This will be achieved through the coordination of the monitoring, verification and enforcement activities of MSAs and other organisations across the Single Market plus Turkey, and through further enhancing their knowledge, skills and experience.

The individual work packages (WPs) in this Concerted Action that will require market research data will address:

- WP6 New challenges and emerging issues - one product type TBC
- WP7 Air conditioners (single/double duct and split air conditioning units)
- WP8 Tumble dryers
- WP9 Water heaters and storage (to include fossil fuel boilers, electric boilers, heat pump boilers, solar boilers, storage tanks)
- WP10 Ventilation units
- WP11 Lighting products
- WP12 Local space heaters (domestic and commercial models)

2. Engaging with a Market Research Agency

PROSAFE will be appointing a market research agency to help us deliver our requirements under this Concerted Action. It is essential to gather information regarding market information, market segmentation and market trends, in order to sample relevant products and to assess savings lost from underperforming products. Particularly, by the end of EEPLIANT3, to help with calculating the impacts of the project - energy and financial savings - from the work undertaken.

We detail below (in section 3) our likely general requirements for all the WPs listed above, and also give some examples of the detailed market data we are likely to need.

3. The scope of EEPLIANT3's market data requirements

Specific requirements will vary from product sector to product sector, and it should be noted that each WP has its own specific time frame within the overall Concerted Action, so information will be required on different products at different times throughout the length of this project.

Individual WP market data requirements are likely to include information on, but are not limited to:

- Total sales according to product type;
- Split of sales according to products or product types;
- Split of sales by product type and by energy label category;
- Split of sales by product size/functionality/capacity (e.g. load, rated power, lumen output, etc.)
- Split of sales according to country of origin;
- Most popular technologies;
- Market share according to manufacturers/brands;
- Where purchases are being made and by whom;
- Product price brackets;
- For unlabelled products, some indication regarding energy efficiency;
- Market trend data for the previous 5 years - general overview and product specific;
- Forward projections for each sector.

Delivery to these market data requirements is planned to start December 2019 and end June 2023. The beginning of the activity may change.

It is emphasised that PROSAFE may decide to assign their market research requirements to more than one agency. Also, that the continuation of any formal arrangement regarding our requirements will be dependent upon the quality and suitability of the data supplied.

4. Criteria for selection and requirements of the market research agency

The main criteria for selection of a market research agency regarding this assignment are:

- Cost of delivering this work;
- Length of time it would take to deliver the requirements set out in Section 3 above, for one individual WP;
- Your ability to answer additional ad-hoc questions from the team;
- Information on data sources to be utilised (including price options for different types/ages of data)
- Your planned approach to delivering our requirements.

We also request information regarding:

- Your prior expertise regarding market research relevant to the products under this project;
- Examples of reporting format;
- Copies of relevant research documents you have already published;
- Indication as to the age of the data to be supplied;

- Information regarding the risks associated with gathering the data required.

5. Quotation requirements

Market research agencies are requested to quote prices for delivering the requirements set out in Section 3 above (which will be required for every WP), remembering that additional requests for information will be made by the individual WPs as the need arises (between now and June 2023). It is anticipated that a monthly/annual/project life cost will be given, rather than a cost per query.

All prices quoted must include VAT. PROSAFE is not able to recover VAT and does not accept the reverse charge method.

6. Questions about this specification

Any questions of clarification or other queries about the tender requirements or specification must be submitted in writing to eepliant3@prosafe.org addressed to Activity Facilitator, Rebecca Morrison with the subject header 'URGENT: Question for EEPLIANT3 Tender'. Only questions submitted in this way can be answered, in fairness to all bidders, if they have been submitted no later than **06.12.2019, 12:00 CET.**

7. Assessment of tenders and selection of successful agency

As part of the selection procedure the following steps will be followed:

1. Assessment of qualifying bids based on the qualifying criteria listed at point 4, leading to a selection of preferred bidders. If the assessment results in a draw for a single position, candidates will be invited to an interview.
2. Both successful and unsuccessful candidates will be informed immediately via email.

Candidates can appeal the decision within 5 working days from the moment they received the email about the result of the selection.

PROSAFE will analyse the appeal and provide a final decision within a week from the moment the appeal was launched.

8. Deadline

Quotations shall be emailed to the PROSAFE Office at info@prosafe.org and eepliant3@prosafe.org being addressed to the Activity Facilitator, Rebecca Morrison.

Quotations shall be received no later than **31 December 2019 17:00 o'clock CET.** Quotations received after the deadline will be rejected.

9. Further information

Further information regarding the task and the selection procedure can be obtained from the Activity Facilitator at the address:

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With best regards,
Ioana Sandu
Executive Director

