

Contract

IPA 2022 Multi-Beneficiary Statistical Co-operation Programme within the framework of the EU Grant

Contract No. 2023.0330

Study visit on Statistical Business Registers

Ev. No. CZSO – 132-2025-S

State Statistical Office of the Republic of North Macedonia

Dame Gruev 4, 1000 Skopje

Republic of North Macedonia

Represented by Mr. Dejan Stankov

And hereinafter referred to as

“the Client”

on one hand,

Czech Republic – Czech Statistical Office

Na padesátém 3268/81

100 82 Praha 10

Czech Republic

Represented by Mr. Marek Rojíček

And hereinafter referred to as

“the Contractor”

on the other hand

have agreed on the following:

Article 1: Subject of the Contract

The Client shall assign, and the Contractor shall agree to carry out a qualified study visit in the **Czech Statistical Office** with the aim to train employees on in the field of Statistical Business Registers. Integral part of this Contract shall be the Terms of References (Annex I).

Article 2: Timing

The time, place and format of the study visit shall be in accordance with the Terms of Reference (ToR).

Article 3: Fixing of Price

In respect of all the services rendered, the Contractor shall be remunerated **EUR 3,900 in total**.

Article 4: Method of payment

Payment to the Contractor in respect of the services rendered will be made in euro after fulfillment of the services, submission of a report and acceptance of the report by the Client and on presentation of an invoice. Payment will be made within 30 (thirty) days of receipt of the request for payment.

Payment shall be done to the following account:

Account holder:

[REDACTED]

Bank:

[REDACTED]

SWIFT CODE:

[REDACTED]

IBAN:

[REDACTED]

When entering the payment, the Client shall ensure that the bank charges associated with the payment are not charged to the Contractor to any extent.

Any and all payments pertaining to this study visit shall be made so that the funds are credited to the Contractor's bank account by 30th November of the current year or after 1st January of the coming year.

Article 5: Secrecy

The Contractor shall undertake to refrain from using or disclosing to any third party whatsoever any fact, information, knowledge, document or other which may be communicated to him or of which he may have had knowledge during the execution of the Contract, as well as any result of his work, if not in accordance with the Client. This obligation shall remain in force after the execution of the present Contract.

The Contractor shall resist using unpublished or pre-published official information without having first obtained the express permission of the Client.

Article 6: Force Majeure

In case the performance of the tasks entrusted to the Contractor is rendered impossible due to reasons of force majeure, the Contractor will not be entitled to the payment of any sum of compensation; the partial execution of any tasks will entail remuneration pro rata for the tasks executed.

Article 7: Cancellation of the Contract

Each party of the Contract may terminate the Contract in its entire discretion by two weeks notice before the study visit, without being bound to pay any indemnity in this regard.

Article 8: Other Provisions

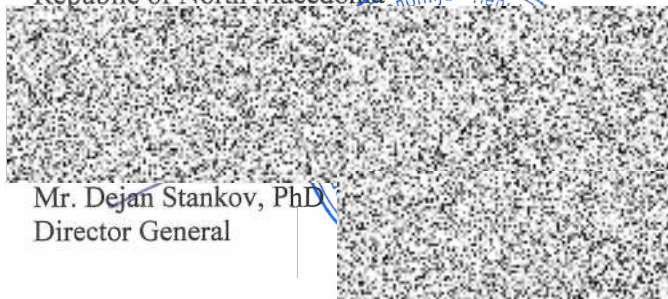
Contractual parties agreed that legal relationships created by this Contract are subject to the law of the Czech Republic. All disputable matters that will arise and will be related to obligations resulting from this Contract shall be preferably solved by mutual agreement of the contractual parties. In case of judicial settlement of disputes, the dispute will be settled in the relevant court of the Czech Republic according to laws of the Czech Republic

The Contractor should indicate its agreement to these conditions by returning to the Client an original of this Contract endorsed by the date of the signature, the words "read and approved" and by its signature. This Contract was made in 3 (three) copies in English language.

The Client hereby agrees with the complete wording of this Contract may be made public in accordance with duties of the Contractor pursuant to Act No. 340/2015 Coll., on the register of contracts (also known as the Contract Register Act), and pursuant to other legal regulations.

Date of signature:

Skopje, 16.10.2025
State Statistical Office of the
Republic of North Macedonia



Mr. Dejan Stankov, PhD
Director General

Prague, 29.10.2025
Czech Statistical Office



Mr. Marek Rojíček, PhD
President

Study Visit / Consultation

Terms of Reference

Grant Contract No: 2023.0330

Beneficiary: State Statistical Office of the Republic of North Macedonia

Expertise provider (organisation, institution, agency, country): Czech Statistical Office

(a) **Activity title:** Study visit for Business Register (SP 3.1 Business Registers, Activity 7)

(b) **Activity code (assigned by the beneficiary except for SV organised by contractor):** SV-11.1.72-25-01

(c) **Location (country or countries, region, town):** Czech Statistical Office

(d) **Description of the context of the activity:**

Beneficiary's project description:

The State Statistics Office of the Republic of North Macedonia is the responsible institution for managing the Business Register and its statistical units. The Statistical Business Register (SBR) in SSO has been established since 2007, and continuously SSO is improving its quality in line with the EU requirements. During the project activities SSO will work on the improvement of the compliance with the European business statistics regulation, especially on investigation of the most appropriate way of providing missing variables of the statistical units in the SBR: The number of employees in the Local units (LoU) and the Geographical location code for local units. Also, activities in the project will focus on the improvement of the use of SBR as a sampling frame for the business statistics survey, using complex enterprises and KAU as a reporting unit which were implemented in SBR during the IPA 2017 national project, and on the implementation of NACE Rev. 2.1 in SBR (reclassification of the activity of the statistical units in accordance with the changes in NACE Rev. 2.1).

(e) Specific objectives of the projects (please quantify the results as much as possible)

Beneficiary's specific objectives:

- Gained knowledge and exchange of experiences in implementation of complex enterprises and KAU in statistical surveys.
- Gained knowledge and exchange of experiences in providing data for the statistical units in the BR.
- Exchange of experiences in the implementation of NACE Rev. 2.1
- Recommendation of methods that will be used for back casting in SBR with NACE Rev.2.1

(f) Concrete results expected (please quantify the results as much as possible)

Expected results of the activity:

- SSO staff will be given recommendations for the implementation of the complex enterprises and KAU in statistical surveys.
- SSO staff will be acquainted with the experience in providing data for the number of employees in the Local Units.
- SSO staff will discuss some difficulties in the process of implementation of NACE Rev. 2.1 (especially back casting), and some ideas will arise that we can use to be able to overcome them.

(g) Starting date: 26th – 28th November 2025

(h) Duration (in days): 3

(g) Total subcontracted costs (in Euro): 3,900 EUR

(h) Annexes: CV of expert(s) providing expertise, final agenda and complete list of participants.

This document was produced with the financial support of the European Union. Its contents are the sole responsibility of the State Statistical Office and do not necessarily reflect the views of the European Union.

“Study visit for Business Register”

Date: 26th – 28th November 2025

Place: At the premises of the Czech Statistical Office, Na padesátém 81, Praha 10

Room: 914

Participants:

State Statistical Office of the Republic of North Macedonia:

- [REDACTED], Assistant Head of Sector for Business Statistics
- [REDACTED], Head of Department for Structural Business Statistics, Business Demography, and FATS Statistics
- [REDACTED], Advisor in the Department for Design and Application Development
- [REDACTED], Advisor in the Department for Statistical Business Register

Czech Statistical Office:

- [REDACTED], Director of Statistical Registers Department

Draft Agenda

26th November 2025

9:30 – 10:00 – Introduction of participants and mission objectives

10:00 – 12:00 – Statistical units at CZSO and SSO MK

14:00 – 16:00 – Discussion on SSO MK problems with introduction of complex ENTs and KAUs in SBR

27th November 2025

9:30 – 12:00 – Discussion on obtaining the number of employees and Geographical location code for local units

14:00 – 16:00 – Discussion on introduction of NACE rev. 2.1 in SSO MK SBR

28th November 2025

9:30 – 12:00 – Discussion on other open questions concerning the statistical units in SBR

14:00 – 16:00 – Conclusion of the meeting