

# Contract

**IPA 2019 Multi-Beneficiary Statistical Co-operation  
Programme  
Study Visit on International Trade in Services Statistics  
Ev. No. 010-2024-S**

**State Statistical Office of the Republic of North Macedonia**  
Dame Gruev 4, 1000 Skopje  
Republic of North Macedonia  
Represented by Mr. Apostol Simovski

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 establishing International Trade in Services Statistics. Integral part of this Contract shall be the Terms of Reference.

## **Article 2: Timing**

The Contractor undertakes to carry out the tasks defined in the Terms of Reference/ToR (Annex 1) and to support the implementation of the project with the following expertise:  
1 (one) Study Visit for a total of 3 (three) working days as defined in the ToR which was provided by the Client and agreed upon with the Contractor.

### **Article 3: Fixing of Price**

In respect of the services rendered, the Contractor shall be remunerated as follows:

**Hosting fees: EUR 1,100 (one thousand one hundred euro) / working day**

**Total: EUR 3,300 (three thousand three hundred euro)**

The hosting of the Czech Statistical Office shall include expert consultations and shall include no travel costs and per diem of Client's delegates. All these costs shall be paid exclusively by the Client.

### **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: xxxxxxxxxxxxxxxx

Bank: xxxxxxxxxxxxxxxx

SWIFT CODE: xxxxxxxxxxxxxxxx

IBAN: xxxxxxxxxxxxxxxx

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 30<sup>th</sup> November of the current year or after 1<sup>st</sup> 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 from using unpublished or pre-published official information without having first obtained the express permission of the Client.

### **Article 6: Force Majeure**

In the event that 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 one of 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, 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 will be made public in accordance with duties of the Contractor pursuant to the 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, 18. 1. 2024  
State Statistical Office of the  
Republic of North Macedonia

Prague, 29. 1. 2024  
Czech Statistical Office

Read and approved for the Client:

Read and approved for the Contractor:

---

Mr. Apostol Simovski  
Director General

---

Mr. Marek Rojíček  
President of the Czech Statistical Office

## IPA 2019 MULTI-BENEFICIARY STATISTICAL CO-OPERATION PROGRAMME

### Study visit

### Terms of Reference

**Grant Contract No:** 2020.0252

**Beneficiary:** State Statistical Office of the Republic of North Macedonia

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

- (a) Activity title: Ad Hoc Study Visit on Establishing International Trade in Services Statistics.
- (b) Activity code (assigned by the country): SV- 06.1.46-24-03
- (c) Location (country or countries, region, town): Prague
- (d) Description of the context of the activity:

#### **Beneficiary's project description:**

International Trade in Services Statistics (ITSS) represent an essential source of information for Balance of Payments and National Accounts and are an important basis for decision making in the public and private sectors. Moreover, these statistics can also be used to monitor the external commercial performance of different economies and help preparing trade negotiations in the context of the General Agreement on Trade in Services (GATS). Thus, comparable international trade in services data is a fundamental input for trade agreements.

The State Statistical Office conducted in June 2023 the third direct pilot survey with business subject through electronic data collection, based on EBOP classification (excluding Travel and FISIM) and data for export and import by country and by currency.

In 2024, the pilot survey will be conducted on quarterly bases, which requires appropriate preparation regarding the complete data transmission to Eurostat.

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

#### **Beneficiary's specific objectives:**

- To support the implementation of the statistical project and to give the possibility to learn from existing experience, where ITSS data are produced based on a survey
- to give the possibility to fine tune the IT tools for:
  - 1. Sampling,
  - 2. Data report and control and
  - 3. Weighting.
- To strengthen the regular data exchange using standardised tools and format in order to dispose of a better quality of international trade in services information.
- To learn more about data transmission to Eurostat according to the required geographical breakdowns as requested by Regulation (EC) No 184/2005, Regulation (EU) 2019/2152 and Commission Implementing Regulation (EU) 2020/1197 of the European Parliament and of the Council

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

**Expected results of the activity:**

- Improved skills and professional knowledge of the staff in the State Statistical Office and the National Bank.
- Defined sample for the quarterly survey in 2024
- Defined procedure for data report and control
- Defined procedure for data weighting
- Defined procedure for data exchange between NSI and Central Bank
- More familiar about Data transmission to Eurostat in the requested format.

(g) Starting date: 5<sup>th</sup> – 7<sup>th</sup> February 2024

(h) Duration (in days): three days

(g) Total subcontracted costs (in Euro): 3,300 Euro

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

**Study Visit of the State Statistical Office of the Republic of North  
Macedonia on Establishing International Trade in Services Statistics**

**Czech Statistical Office, Na padesátém 81, Praha 10, Czech Republic**

**February 5 - 7, 2024**

**Draft Agenda**

Day 1

- 10.00 – 10.30 Opening of the mission, agenda, organization
- 10.30 – 12.30 The transition from an annual to a quarterly survey – practical information, sample defining for the quarterly survey 2024
- 12.30 – 13.30 Lunch
- 13.30 – 18.00 The transition from an annual to a quarterly survey - sample defining for the quarterly survey 2024 - continue

Day 2

- 09.00 – 12.30 Practical experiences on the cooperation between the Czech Statistical Office (CSZO) and the Czech National Bank (CNB) in ITSS, data exchange between these institutions and data transmission to Eurostat from the CNB point of view
- 12.30 – 13.30 Lunch
- 13.30 – 17.00 The transition from an annual to a quarterly survey - defining the procedure of weighting

Day 3

- 09.00 – 12.30 The transition from an annual to a quarterly survey - define procedure for data report and control
- 12.30 – 13.30 Lunch
- 13.30 – 15.00 Data exchange between CZSO and CNB from the CSZO point of view
- 15.00 – 17.00 Final recommendations and conclusions, other issues, discussion