

Procurement Procedure EMSA/NEG/31/2014

Questions/Answers

Question 1 (dated 26/06/2016 16h 16):

In the text of the tender 10 countries are mentioned. However, the tenders budget is limited to 6x€6000. Does this mean that only for 6 countries the project must be carried out?

Answer 1:

Point 9 of the tender specifications: Value of the Contract:

"The maximum allocated amount for the contract is EUR 60,000 (sixty thousand Euro), excluding VAT. This amount includes subsistence and travel expenses for a maximum of EUR EUR 24,000 and up to 6 consultancy services (maximum of EUR 6000 per consultancy service amounting to a maximum of EUR 36,000 for consultancy services over the whole duration of the service framework contract (3 years)). Every consultancy service will be subject to its own order form."

The scope of this procurement is limited to up to 6 possible consultancy services. (see also answer 3).

Question 2 (dated 26/06/2016 16h 16):

The maximum budget for travel etc. is € 24.000. This seems more than enough to cover these costs. However, the budget of 6x€6000 = € 36.000 seems tight. Can remaining part of the budget for travel costs be used for the actual work? Of, in other words, can the total budget of € 60.000 be used as necessary for travel and actual work?

Answer 2:

Point 9 of the tender specifications: Value of the Contract:

"The maximum allocated amount for the contract is EUR 60,000 (sixty thousand Euro), excluding VAT. This amount includes subsistence and travel expenses for a maximum of EUR EUR 24,000 and up to 6 consultancy services (maximum of EUR 6000 per consultancy service amounting to a maximum of EUR 36,000 for consultancy services over the whole duration of the service framework contract (3 years)). Every consultancy service will be subject to its own order form."

None of the budget foreseen for reimbursing travel and subsistence expenses can be used for the payment of consultancy services.

Question 3 (dated 26/06/2016 16h 16):

The contract is for 3 years. Is the budget equally divided over this 3 years or is that not restricted?

Answer 3:

Article I.1.2 of the draft framework contract:

"Signature of the FWC imposes no obligation on EMSA to purchase. Only performance of the FWC through order forms is binding on EMSA."

EMSA will initiate an order form with a contractor if so requested by a SAFEMED 3 beneficiary. EMSA does not know and cannot communicate at this time if, when, and how many order forms will be signed during the course of the framework contract.

Question 4 (dated 26/06/2016 16h 16):

The tender states that all results should be in English but if desired, a French translation must be produced. Are the costs for translation part of the total budget of € 60.000 or can countries cover these costs themselves, now it is uncertain if and how much of this budget will be needed for translation.

Answer 4:

Point 4 of the tender specifications: Additional requirements

"All correspondence with EMSA and the meeting reports will be in English language. Communication with beneficiary countries and results of the activity (proposed texts or amendments for written agreements) will be in English language and in French language if so requested."

Point 14 of the tender specifications: Price:

*"The price **for the provision of consultancy services to draft or revise the written agreement(s) SAFEMED beneficiaries have in place with their Recognised Organisations** shall be quoted for one consultancy service and shall be all inclusive (...)"*

This means that the correspondence and the meeting reports will be in English exclusively. And the consultancy services shall be in English and if requested it shall be translated into French. Any costs for eventual translation shall be borne by the contractor.

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Requests for additional information regarding this tender should be sent by e-mail to the following address NEG312014@emsa.europa.eu Requests for additional information received less than five working days before the closing date for submission of tenders will not be processed.

The deadline for submission of the bids of this tender is 16th July 2014.

Responsibility for monitoring the Agency's website for replies to queries and/or further information remains with potential applicants.