

Template format Question/ Answer

Procurement procedure: EMSA/OP/18/2017

Question 01 (dated 11/09/2017 11:38):

(...) I am contacting you regarding the public tender for NISES 2017, I read all the procurement communications, even though I would like to arrange a quick call with you, or your team, in order to have more info regarding technical solution.

Answer to question 01:

Please note that according to the point 10 of the Invitation to tender contact between EMSA and the tenderers is prohibited throughout the procedure save exceptional circumstances and under the following conditions only:

(a) Before the final date for submission of tenders:

(i) At the request of the tenderer, EMSA may provide additional information solely for the purpose of clarifying the procurement documents.

Any requests for additional information must be made in writing and sent to the following e-mail address:

OPEN182017@emsa.europa.eu.

EMSA is not bound to reply to requests for additional information made less than six working days before the deadline for submission of tenders.

(ii) EMSA may, on its own initiative, inform interested parties of any error, inaccuracy, omission or any other clerical error in the procurement documents.

(iii) Any additional information, including that referred to above, will be published on EMSA's website in the Procurement section. The website will be updated regularly and it is the tenderers' responsibility to check for updates and modifications during the tendering period.

Therefore a telephone conversation, meetings etc. with tenderers throughout the procedure are not allowed.

All tender documentation can be found on the Internet at

<http://www.emsa.europa.eu/work/procurement/calls.html> in the procurement section related to the tender EMSA/OP/18/2017 and can be downloaded free of charge.

Question 02 (dated 12/09/2017 15:19)

Regarding tender EMSA/OP/18/2017 we would like a clarification on the following matter:

- In order to achieve a very strong proposal and an high excellence team with a very broad set of skills, we're evaluating a joint offer/subcontracting with other entity. Our question is, considering that we want EMSA to evaluate our proposal, regarding technical selection criteria (level of partnerships, references, human resources, etc.), with assets from both companies, if we can subcontract that company (and the sum of the competencies of both companies are evaluated for selection criteria) or if we must present a joint offer.

Still regarding the Tender EMSA/OP/2017, if the tenderer relies on its subcontractors capacities for technical selection criteria, the tenderer has to submit, for each subcontractor, any of the following documents?

- Signed Cover letter of each subcontractor
- LEF of each subcontractor
- Financial Form of each subcontractor
- Declaration on honour of each subcontractor
- Financial Statements of each subcontractor
- Statement of overall turnover of each subcontractor

Answer to question 02:

Part 1 of question 02:

Please refer to the point 10 ("Subcontracting") of the Tender Specifications: If the tenderer intends to subcontract part of the work, concerning the selection criteria the evidence provided will be checked to ensure that the tenderer and its subcontractor(s) as a whole fulfil the criteria.

However, please note that if a tenderer relies on the capacity of a subcontractor to come up to the required minimum technical and professional capacity level, it can only do so for the tasks for which this particular capacity is required. Therefore, If the tenderer intends to subcontract part of the work it shall submit a document (e.g. the "Statement of Subcontracting/Joint Offer") stating clearly the allocation of tasks between the tenderer and its subcontractor(s).

Part 2 of question 02:

- Declaration on Honour has to be submitted for each subcontractor.
- Financial statements of subcontractors and statements of the overall turnover of subcontractors must only be provided if the tenderer relies on the capacities of the subcontractor(s) to come up to the required economic and financial capacity level.
- A signed cover letter, the Legal Entity Form (LEF) and the Financial Form (BAF) do not have to be submitted for each subcontractor.

Question 03 (dated 13/09/2017 15:46)

1. Should the tenderer not have the professional/technical capacity (be hold of the certification/partnership level requested by a certain supplier), can it be assured by the tenderer sub hiring a certified partner that holds the necessary professional/technical capacity? Or, should a joint venture be necessary in this situation?
2. Information referring to volume/proportion of subcontracting (statement of subcontracting/joint offer, 1.3.1): can you please clarify what kind of info should be mentioned here? Is it based on the company's business volume related to this specific technology?

Answer to question 03:

Part 1 of question 03:

Yes, subcontracting is possible (please refer to the point 10 ["Subcontracting"] of the Tender Specifications) and should the tenderer not have the required professional/technical capacity (be holder of the certification/partnership level requested), this can be assured by the tenderer subcontracting a certified partner that holds the requested certification/partnership level. Concerning the selection criteria (professional/technical capacity) the evidence provided will in this case be checked to ensure that the tenderer and its subcontractor(s) as a whole fulfil the criteria.

Part 2 of question 03:

The tenderer shall state the percentage of partnerships/subcontractors in relation to the number of primary suppliers in his offer. For example: if the main contractor subcontracts 1 technology out of 4 it would be 25 percent; if the main contractor subcontracts 3 technologies out of 6 it would be 50 percent.

Please note that there is no limit as for the share of subcontracting.

Question 04 (dated 14/09/2017 10:44)

I hereby request your assistance, as I need to use your platform to withdraw the documents at "www.emsa.europa.eu":

- Financial Form
- Legal Entity Form
- Declaration of Honor

Answer to question 04:

All tender documentation can be found on the Internet at <http://www.emsa.europa.eu/work/procurement/calls.html> in the procurement section related to the tender EMSA/OP/18/2017 and can be downloaded free of charge.

Question 05 (dated 14/09/2017 18:51)

In tender's document ref. "Tender Specifications EMSA OP 18 2017", item 14.5.1 (page 10) is stated that the minimum required certification level for CISCO partnership is "Silver".

However, currently CISCO doesn't have such level available for partners, which has been withdrawn from its partner program 2 years ago.

According to the information available in <https://www.cisco.com/c/en/us/partners/partner-with-cisco/channel-partner-program.html>, current levels are Select, Premier and Gold - where "Select" roughly replaced the previous "Silver" level.

Can you please then confirm what will be the required minimum level to be considered for CISCO certification for this tender?

Answer to question 05:

It was noted that in fact for the requirement 14.5.1 c) CISCO , the current certification / partner level should be **Premier**. It was corrected in the Tender Specification.

Please refer to the updated version of the Tender specifications published on the EMSA procurement website.

Question 06 (dated 15/09/2017 10:26)

In some cases, in the public site of a supplier, all visitors can check if an enterprise is partner or not. However, if you need to check the partner level, you need to access of a private site that contains more extensive information about it. Considering the situation, is it enough to provide the general link and a screenshot of the private site that contains the information details?

Answer to question 06:

In case the information on partner levels is not public , please provide either a certificate, screenshot or printout of the website .

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Requests for additional information regarding this tender should be sent by e-mail to the following address OPEN182017@emsa.europa.eu . Requests for additional information received less than six 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 **25/09/2017**.

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