Call for tenders' details

Title: Open microbusiness models for innovation in European family-owned heritage houses.

Start date: 09/12/2017

Time limit for receipt of tenders: 31/01/2018

Contracting authority: European Commission, DG Education,Youth, Sport and Culture (EAC)

Status: Closed

Call for tenders question list

#	Submission date	Publication date	Question subject	Question	Answer
1	14/12/2017 15:40	15/12/2017 10:21	Travel and accommodation for workshop participants	The Terms of Reference (page 8) under Task III, point c, foresee the organisation of a Conference, in the course of 2018, involving approximately 300 representatives of relevant stakeholders' organisations and policy makers at national and regional level, to present and discuss the study results. Could the Commission clarify whether travel and accommodation for 300 participants should be foreseen in the offers?	**15/12/2017** Dear Madame, Thank you for your question. According to the draft contract in the annexes, the Commission will not pay any travel or accommodation costs. Therefore, it is up to the tenderer to propose an efficient way of organising the conference. Kind regards, DG EAC

#	Submission date	Publication date	Question subject	Question	Answer
2	20/12/2017 17:48	21/12/2017 16:39	Professional capacity criteria and evidence	Dear Sir or Madam, According to the criteria relating to the team delivering the service, there are no requirements of having expereinces in the field of heritage in case of a project leader. Would it mean that the lead partner with whom the project manager is associated might not have any significant experiences in conducting heritage studies once the team members and all tenderes comply with all criteria listed in point 4.4.4 of the tender specifications? Kind regards,	**21/12/2017** Dear Sir, The criteria listed in point 4.4.4 of the tender specifications must apply to the team implementing the activities as a whole, and not specifically to the lead organisation. Kind regards, DG EAC

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3	03/01/2018 16:41	08/01/2018 14:11	Interest in being a case study	Dear Sir or Madam, We represent a 100% private family owned heritage house in Barcelona, Casa Gomis- La Ricarda, that would be very interested in being one of the business case studies to be analysed in the tender. We would like to know if it could be possible to get in touch with the organisations that have contacted the EAC, in order to inform them about our willingness to take part in the study as a business case. Thank you very much Kind regards	**08/01/2018** Dear Madam, Thank you for your interest in our call for tender. We will discover the names of the bidders only once the deadline is over and the opening committee takes place. The contract award notice will be published in the Official Journal of the EU, S series. Moreover, all award notices published are accessible in the TED (Tenders Electronic Daily) database at ted.europa.eu. Please do consult TED in the coming months in order to be informed of the results of the call and to get to know the name of the awarded bidder. You will be then able to take contact and offer your participation as a business case. Best regards, DG EAC

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4	17/01/2018 16:44	19/01/2018 16:56	Task III	Could you please clarify the following aspects of the tender specifications: 1) In relation to Task III – Dissemination and communication of project results, under point b) the contractor should produce the Communication Plan of the results of the study. Could you please clarify whether the contractor is expected also to carry out the Plan in question or only to produce it? 2) Also in relation to Task III, point c) – what costs of the conference are expected to be covered by the project resources and what from other funding (e.g. venue, catering, travel and accommodation of participants)? Thank you	**19/01/2018** 1.Task III – "Dissemination and communication of project results" – The contractor should produce the communication plan of the results of the study. The outcomes of the study should be shared among relevant stakeholders. The task includes as well production of informative and educational material which should be disseminated to stakeholders, schools and the wider public during the European Year of Cultural Heritage 2018. For promotion and dissemination of the informative material produced, the contractor can rely on and involve the Creative Europe Desks network. 2.Concerning Task III, point c) - please notice that it is up to the tenderer to propose an efficient way of organising the conference.

#	Submission date	Publication date	Question subject	Question	Answer
5	23/01/2018 12:51	24/01/2018 16:00	Qualifying criteria for tenderers	In relation to the criteria outlined in Section 4.4.4. of the Tender Specifications (Technical and professional capacity criteria and evidence): Criterion A1: Would several volumes of essays qualify as evidence to fulfil this criterion? Criterion A3: is a tenderer eligible if they have recent publications in the field but their experience of 'survey techniques and drafting reports and recommendations in the field of cultural heritage' dates back further than 5 years?' Criterion A4: Would the hosting of international conferences (with delegates from 14 countries) in the last 5 years fulfil this criterion?	**24/01/2018** Criterion A1: Would several volumes of essays qualify as evidence to fulfil this criterion? Answer: the tenderer is requested to provide reference to at least 2 studies/applied researches in the fields of cultural heritage economics and/or management and/or business analysis. Criterion A3: is a tenderer eligible if they have recent publications in the field but their experience of 'survey techniques and drafting reports and recommendations in the field of cultural heritage' dates back further than 5 years?' Answer: No, such tenderer is not eligible. Criterion A4: Would the hosting of international conferences (with delegates from 14 countries) in the last 5 years fulfil this criterion? Answer: No, such activity does not fulfil this criterion. Best regards, DG EAC

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6	23/01/2018 12:54	24/01/2018 16:05	Are unfunded advisors on a project considered 'joint tenderers'?	Can you please advise whether a single tenderer organisation can apply together with a team of unfunded expert advisors who have offered their support? If not receiving any funding, would these unfunded advisors be termed ‘partners’ or ‘joint tenderers’ for the purposes of a tender application and would all the paperwork required of joint tenderers (Declarations of Honour etc.) require to be submitted for them? Thank you.	**24/01/2018** Dear Sirs, It is up to the tenderer to decide how to design the tender. It is acceptable to include in the tender external expert advisors as joint tenderers or as sub-contractors. In case of joint tender, each member of the group must provide a declaration on honour signed by an authorised representative. In case of subcontracting, all subcontractors whose share of the contract is above 10 % and whose capacity is necessary to fulfil the selection criteria must provide a declaration on honour signed by an authorised representative. For this obligation it is irrelevant whether the joint tenderer or subcontractor is unfunded. Kind regards, DG EAC

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7	25/01/2018 11:05	25/01/2018 15:51	4.4.2 Legal and regulatory capacity	Could you please specify how can we give evidence of the notice of appointment of the persons authorised to represent the tender ? Should it named the person authorised ? We will already provide the complete legal entity form as well as its supporting document.	**25/01/2018** Dear Madame, The legal entity form needs to be signed by an authorised representative. The evidence proving that the representative is legally authorised to represent the tenderer needs to be provided only by the successful tenderer after contract award and before its signature, if it has not been provided with the legal entity form. The evidence consists of a legible copy of the notice of appointment of the authorised person or a copy of the publication of such appointment if required under the legislation of the legal entity. Any delegation of this authorisation must be evidenced. In any case the evidence must clearly indicate the identity of the authorised person. Best regards, DG EAC

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8	26/01/2018 10:06	26/01/2018 12:19	Problem for submission	How can we submit the proposal ? It seems that the system is not functioning The message below appears : "Update pending in eSubmission. Please try again later."	**26/01/2018** Dear Madame, In order to get technical help, you can contact our Support team at: DIGIT-EPROCUREMENT-SUPPORT@ec.europa.eu or +(32) 229 71063 Kind regards, DG EAC **26/01/2018** Dear Madame, the technical problem has been solved. Now you should be able to submit your application. Best regards, DG EAC

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