

Call for tenders' details

Title: Developing, organising and delivering of training activities under the EFSA European food risk assessment fellowship programme.

Start date: 24/06/2016

Time limit for receipt of tenders: 15/09/2016

Contracting authority: European Food Safety Authority (EFSA)

Status: Closed

Call for tenders question list

#	Submission date	Publication date	Question subject	Question	Answer
1	18/07/2016 16:06	18/07/2016 16:10	Declaration on honour on selection criteria (annex 5)	The reference in the "Declaration on honour on selection criteria" (annex 5) makes reference to section 2.3 of the tender specifications regarding selection criteria. However, the selection criteria in the tender specifications is numbered as section 2.4. Please could you clarify if there is an error in the referencing.	18/07/2016 The reference in the "Declaration on honour on selection criteria" (annex 5) should refer to section 2.4 of the tender specification and not 2.3. Please be aware that a new and corrected version of annex 5 has been uploaded to e-tendering. Annex 5 Declaration on selection criteria
2	29/07/2016 14:42	02/08/2016 09:27	Annex 1 Financial Offer	In the Annex 1 Financial Offer, The point H Contingency is not included in the overall total i.e. 700.000 Euros financial ceiling available. Is it correct?	02/08/2016 Yes, this is correct. The contingency H is not included in the overall total available to be considered for financial evaluation purposes (Euro 700.000).

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#	Submission date	Publication date	Question subject	Question	Answer
3	08/08/2016 18:01	09/08/2016 10:36	financial ceiling / Duration of FWC	In the tender the duration of the FWC is described as "one year + automatic renewal twice + non-automatic renewal one more year". Is the financial ceiling of 700 k EUR available for the whole duration of the FWC (4 years), for one year or for 2 and 3 years, respectively? Please specify.	<p>09/08/2016</p> <p>Please note that as stated in Corrigendum n.1 and in the updated Tender specifications (part 1.4) published on 8 August: 'The financial ceiling available for specific contracts/order forms under the framework contract during an overall maximum period of four consecutive years is 770.000 €. A contingency of 10% and possible price indexations are already included in this ceiling.'</p> <p>Indeed the financial ceiling covers the whole duration of the Framework contract (overall maximum duration of four consecutive years). Please note that the amount of the overall price for financial evaluation purposes remains 700.000 € (see Annex 1 Financial offer).</p>

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#	Submission date	Publication date	Question subject	Question	Answer
4	10/08/2016 18:02	25/08/2016 16:06	Halfboard accomodation of participants / daily allowance?	Is it possible to grant daily allowances for dinner instead of halfboard accomodation for participants?	25/08/2016 It is important for the purposes of network building and cooperation that the participants to the programme dine together when attending training events. It would not be acceptable for the granting of a daily allowance for meals which may result in the participants dining separately. However, if lunch and/or dinner could not be provided in the chosen hotel accommodation (either due to limitations on the hotel facilities or costs), it would be acceptable for the contractor to make an arrangement with a nearby restaurant for a fixed price menu for the dining of participants. For further information on the accommodation and full-board or half-board arrangements, please see section 1.3.3 of the tender specifications and in particular footnote 5.

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5	19/08/2016 13:14	25/08/2016 16:07	Hosting of modules 1-3	1) Could you please specify why modules 1 to 3 have to be held in Vienna, Berlin and Athens? 2) Does this imply that the RA organisations in these cities have to be involved in organising the different modules? 3) Is it possible to change one or more locations for the modules?	25/08/2016 The National Authorities of the Member States volunteered to host modules 1 – 3 and a change to one or more of the locations is not envisaged. The risk assessment organisations in those locations may be involved in hosting the different modules in terms of providing training facilities, if they have availability.
6	19/08/2016 13:19	25/08/2016 16:08	Tutors	Is it possible for a consortium to list tutors in their application which also contribute to an application of another consortium for the same call for tender?	25/08/2016 Yes it is possible for partners in a joint offer to list tutors in their application which also contribute to the offer of another tenderer.
7	19/08/2016 13:34	25/08/2016 16:10	Tutors	Can different staff members of one article 36 organisation be listed as tutors in applications of different consortia?	25/08/2016 Yes it is possible for different staff members of one article 36 organisation be listed as tutors in applications of different tenderers.
8	23/08/2016 11:22	25/08/2016 16:11	Sommer Workshops/participants	What is the mandatory minimum number of participants to attend the summer workshop(s)?	25/08/2016 The mandatory minimum number of participants to attend the summer workshop will be 20 individuals.

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#	Submission date	Publication date	Question subject	Question	Answer
9	25/08/2016 16:13	25/08/2016 16:16	Tutors and sub-contracting	Our organisation has been approached separately by two organisations, asking if we would agree to members of our staff being proposed as tutors in the call for tenders OC/EFSA/AFSCO/2016/01 with title "Developing, organizing and delivering of training activities under the EFSA European Food Risk Assessment Fellowship Programme". The staff member proposed as a tutor would join the offer of the bidding organization as a sub-contractor. Would it be acceptable for the same tutor (staff member of our organization) to be proposed as a subcontractor in two separate offers submitted by two separate organizations?	25/08/2016 We confirm that it would be acceptable for a staff member of your organization to be named as a subcontracting tutor in two separate offers submitted by two separate organizations. As a matter of principle the participation of one and the same economic Operator (your staff member as subcontractor) in more than one tender for the same procurement procedure is acceptable. In accordance with section 2.4 of the tender specifications, the tenderer (i.e. the organisation submitting the offer and subcontracting the role of tutor to one of your staff members) would be required to provide a statement confirming that they will have at their disposal the resources necessary for performance of the contract by producing a commitment on the part of the subcontracting tutor.

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#	Submission date	Publication date	Question subject	Question	Answer
10	26/08/2016 14:07	26/08/2016 14:10	Budget?	How many fellowship cycles are to be covered from the available budget?	26/08/2016 In addition to all preparatory and logistical work described in the tender specifications, two (2) fellowship cycles should be covered from the available budget: the first cycle running from September 2017 until August 2018 and the second cycle running from September 2018 until August 2019. This is also indicated in the financial offer in cells in row with title (E),(F) AND (G). The financial offer inserted by the tenderer in each of those cells will be multiplied by 2 years. It should be noted, as stated in section 1.4 of the tender specifications, the renewal of the contract for a 4th year is not automatic. EFSA reserves the right not to renew the FWC for a 4th year based on the successful completion of the first two cycles of the fellowship programme.

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#	Submission date	Publication date	Question subject	Question	Answer
11	30/08/2016 11:47	30/08/2016 12:31	Location training in Germany, Greece, Austria	In which cities in Germany, Greece and Austria does training take place? Is it a campus?	<p>30/08/2016 As stated on page 10 of the tender specifications, section 1.3.2 – Venue of the training events (Training Hosting Sites), “training events will be held in training hosting sites in the capital cities of Germany, Greece and Austria” i.e. Berlin, Athens and Vienna.</p> <p>30/08/2016 As stated on page 10 of the tender specifications, section 1.3.2 – Venue of the training events (Training Hosting Sites), “training events will be held in training hosting sites in the capital cities of Germany, Greece and Austria” i.e. Berlin, Athens and Vienna.</p>
12	30/08/2016 12:33	30/08/2016 12:34	Number of tutors	<p>Qual è il numero minimo di persone che dovranno comporre il team dei docenti?</p> <p>What is the minimum number of people which should make up the team of tutors?</p>	<p>30/08/2016 As stated on page 9 of the tender specifications, section, 1.3.1 – Tutors, “the minimum number of tutors for delivering the training programme is 5 different tutors for each training week. This number may include the training coordinator.” Further, section 2.4B Technical and Professional Capacity states that “an additional two reserve tutors per training week” are required.</p>

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