

Call for tenders' details

Title: Media monitoring and analysis services to the European Research Council Executive Agency.

Start date: 24/09/2016

Time limit for receipt of tenders: 28/10/2016

Contracting authority: European Research Council Executive Agency (ERCEA)

Status: Closed

Call for tenders question list

#	Submission date	Publication date	Question subject	Question	Answer
1	28/09/2016 16:34	30/09/2016 12:56	Order of documents in daily email alert	Could you please clarify the following: "The email alert should present the press and online media items grouped in categories by each country or in an international category." Does this mean that the documents should be organised per country, and within each country by category (e.g. 'Print, Online, Audiovisual') and in reversed chronological order? Or is it sufficient to organise by country and then by reversed chronological order?	30/09/2016 It is sufficient to organise the items in the email alert by country and then in reversed chronological order.

Call for tenders questions summary

#	Submission date	Publication date	Question subject	Question	Answer
2	28/09/2016 16:25	30/09/2016 12:57	Lists of media covered	In the tender and the case study, tenderers are required to provide a list of sources that are covered. As the list of sources is potentially very long to cover all of the countries, is it possible to provide the lists on a USB stick, rather than printing out a high number of pages?	30/09/2016 The list of sources or media covered shall be submitted in paper.
3	27/09/2016 10:49	30/09/2016 12:59	Meta data in the edatabase	One of the information (meta data) required on the edatabase is "the copyright notice". Is it obligatory to put the copyright notice at each and every media item? Or is it possible to make "the copyright notice" available on the edatabase as a general information (a kind of user guide with the copyright information per country)?	30/09/2016 Copyright has to be made clear at each and every single media item. Copyright notices can be made available in a general database as well to provide an overview, but individual articles have to be marked with the correct copyright.
4	27/09/2016 10:44	30/09/2016 12:59	Edatabase	Do you envisage the possibility of a separate Edatabase for traditional media (print, online, broadcast) and social media? According to point 4.2.1 of tender specification, there should be two separate e-mail alerts for social and traditional media.	30/09/2016 Two databases could be used to retrieve the information from traditional and social media, but both should preferably use only one access platform for easy navigation and use.

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#	Submission date	Publication date	Question subject	Question	Answer
5	28/09/2016 16:29	30/09/2016 13:01	Price lists - EU Countries	The price list refers to EU 27 countries, with Croatia as a third country. Should we correct this ourselves and include Croatia in the EU countries, or do we need a corrected version of the price list?	30/09/2016 This is an error. 'EU 27 package' should read 'EU 28 package' and include Croatia as an EU Member State. Accordingly, the daily total prices and the reference price should be calculated on this basis. The contracting authority will publish a corrigendum of the price table (annex 4) to rectify this error.
6	27/09/2016 10:46	30/09/2016 13:02	A list of countries	Why Croatia is listed as a third country and not as an EU country? Shouldn't the global price for "EU 27 package" of the "Price Tables" be actually called "EU 28 package" and include Croatia?	30/09/2016 This is an error. 'EU 27 package' should read 'EU 28 package' and include Croatia as an EU Member State. Accordingly, the daily total prices and the reference price should be calculated on this basis. The contracting authority will publish a corrigendum of the price table (annex 4) to rectify this error.
7	30/09/2016 14:57	05/10/2016 09:33	Contract value	Can you also confirm whether the value of the contract is €400,000 per year or €400,000 over the four years (€100,000) per year?	05/10/2016 €400,000 over the four years (€100,000) per year.

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#	Submission date	Publication date	Question subject	Question	Answer
8	30/09/2016 14:57	05/10/2016 15:45	Analysis Reports	Can you confirm the number and frequency of media analysis reports that you will require?	05/10/2016 The frequency of media analysis reports (different from the daily media monitoring alerts) is based on the number and frequency of events e.g., announcement of grant results, the celebration of a milestone, an official trip of ERC President, etc. On average, around one specific report per month will be requested, with a minimum of ten per year. Up to four general reports may be requested (see 4.2. Media analysis reports for more information)

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#	Submission date	Publication date	Question subject	Question	Answer
9	03/10/2016 14:05	06/10/2016 12:54	Case Study	<p>According to the Annex 3 (Case Study) of the tender specification, tenderers are obliged to attach an exhaustive list of all the media covered during the test monitoring. While delivering a list of PRINT sources is very problematic (it would be huge and not all media monitoring companies agree to share their lists due to copyright reasons), creating a list of ONLINE sources is actually impossible. We monitor ca. 5 millions of online sources in one country only and for ERC we would monitor online sources in 30 countries! So the total number of sources is actually unlimited.</p> <p>What is more, the media list changes from day to day. Therefore, the media list delivered as a part of the pitch (and attached to the contract form) would actually be not accurate at the start of the service.</p> <p>Therefore, I would like to ask whether you see the possibility of creating an exhaustive media list for PRINT media and giving an estimated number of ONLINE sources?</p>	<p>06/10/2016</p> <p>The tenderer shall provide the list of all print media sources in the paper version of their tender.</p> <p>Flexibility can be accepted regarding online and other sources. However, in the paper version of the offer, the tenderer shall provide at least top five major online sources, according to contractor's judgement of these sites' relevance to ERC mission, from all requested countries. The information about the remaining online and other sources monitored can be provided in electronic format.</p> <p>The ERCEA recognises that the media lists may change from day to day. However, the ERCEA would like to verify those used during the period of test monitoring to compare with submissions from other tenderers.</p>

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#	Submission date	Publication date	Question subject	Question	Answer
10	10/10/2016 14:18	11/10/2016 17:39	Case study	Could you please explain what should be the outcome of the case study - the 4 daily morning email alerts. Do you want only a list of the articles by their headlines or you want the full articles too? Thank you for confirming.	11/10/2016 Each media item in the daily alert should be accompanied by a translation of its headline in EN and a summary of its content in EN. The examples should not include copies of the complete media items.
11	12/10/2016 11:28	17/10/2016 13:44	AVE	Could you please confirm whether AVE is also requested for online items? There is a general view in the media monitoring industry that AVE for online sources does not provide relevant results. Despite this are you still requesting AVE for online?	17/10/2016 For the ERC's media performance, an Advertising Value Equivalency (AVE) should be provided for both online and print sources. Calculations of this value have to be explained by the tenderer.

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#	Submission date	Publication date	Question subject	Question	Answer
12	13/10/2016 15:33	20/10/2016 15:08	media list	<p>Tenderers are supposed to submit their offers in paper: one original and two copies.</p> <p>Would you give the possibility of submitting the original offer on paper and two copies in electronic format (CD or USB stick)?</p> <p>If not, would it be possible to submit at least the copies of the MEDIA LIST monitored during the test monitoring in electronic format (original on paper, two copies in electronic format)?</p> <p>Please note that our media list is almost 200-page-long, so printing it three times seems unreasonable...</p>	<p>20/10/2016 See Q&A, no. 9.</p> <p>The tenderer shall provide the list of all print media sources in the paper version of their tender. Flexibility can be accepted regarding online and other sources.</p> <p>However, in the paper version of the offer, the tenderer shall provide at least top five major online sources, according to contractor's judgement of these sites' relevance to ERC mission, from all requested countries. The information about the remaining online and other sources monitored can be provided in electronic format.</p>
13	18/10/2016 14:32	20/10/2016 15:10	Case study	<p>Could you please confirm that English summaries and translation of headline into English are requested only for non-English articles included in the daily morning email alert from 12 October which will be presented in the case study? Thank you</p>	<p>20/10/2016 Only non-EN articles included in the daily email alert need to be provided with an EN summary.</p>
14	20/10/2016 12:12	20/10/2016 15:13	Case study	<p>Could you please confirm that social media are not requested for the case study? Thank you</p>	<p>20/10/2016 Social media are not part of the case study.</p>