

## Call for tenders' details

Title: Maintenance of the communication platform and support to the New (Natura 2000) Biogeographical Process.

Start date: 14/06/2013

Time limit for receipt of tenders: 09/08/2013

Contracting authority: European Commission, DG ENV+CLIMA

Status: Closed

## Call for tenders question list

#	Submission date	Publication date	Question subject	Question	Answer
1	01/07/2013 15:02	01/07/2013 15:45	Expenses for events.	Could you please clarify following questions concerning the support of events? Which costs must be included in the final tender price and which ones should be quoted separately, and are not included in the initial budget of 450.000 €?	<b>01/07/2013</b> The costs presumed for the contractor are those connected with the activities specified in Art. 3.3.1. & 3.3.2. There are no costs presumed to be quoted separately.
2	01/07/2013 15:54	04/07/2013 10:16	Additional Clarification for expenses on meetings and events	Dear Sir/Madam, As per your answer, does the contractor have to pay travel and accomodation for the participants in the events? (It is stated that the contractor should support at least 10 participants in each event) Does the contractor have to assume the costs for renting the venues, as well as for coffee and catering?  Thank you in advance for your clarification.	<b>04/07/2013</b> Yes, within this task the contractor will support participants of the presumed networking events as specified in detail in Art. 3.3.2. Support to the networking process including organisation/logistics of individual events.

## Call for tenders questions summary

#	Submission date	Publication date	Question subject	Question	Answer
3	05/07/2013 11:11	05/07/2013 14:42	Networking events costs too high	When modelling the costs for the networking events (workshops) and having in mind that the contractor needs to support 15 participants, even with the very modest estimation of costs, the maximum of 12 such events per year uses up the complete budget available. In this case there is no budget left for doing the actual work. Please could you provide some advice on this?	<b>05/07/2013</b> In response to your question we confirm the obligation of tenderers to develop their tenders in full conformity with the set requirements. It is for each tenderer to decide whether it is economically acceptable for them to participate in the tender.
4	23/07/2013 11:09	24/07/2013 11:15	EC CWCMS and FPFIS	<p>We would appreciate clarification about the following issues:</p> <p>We have a depth of knowledge in CMS's (Content Management Systems) in general. Particularly we have a deep expertise in some commercial products, as Oracle Web Center Sites, or in open source environments, like Joomla and Drupal. But we do not have specific experience with EC CWCMS and FPFIS. Is it required to have this specific experience to satisfy the "Technical and professional capacity criteria and evidence"?</p>	<b>24/07/2013</b> Yes, in Article "2.3.2. Technical and professional capacity criteria and evidence" of the Tender Specification "a. Criteria relating to tenders" it is requested (among other requirements): - The tenderer must prove experience in the field of web-based communication tools for the non-commercial (public) sector, web authoring and IT technology (including knowledge of XML and experience with CWCMS and FPFIS) with at least 3 projects delivered in this field in the last three years with a minimum value for each project of € 50 000.

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5	23/07/2013 11:11	24/07/2013 11:17	Support to the networking process including organisation/logistics of individual events	Regarding the Support to the networking process including organisation/logistics of individual events, we understand that the costs associated to travel (excluding local transport) and accommodation of the participants are not included in the total budget, not even as reimbursable costs, but we would appreciate confirmation about this aspect.	<b>24/07/2013</b> The contractor is expected to cover the costs of the networking events as specified in "Art. 3.3.2. Support to the networking process including organisation/logistics of individual events" of the Tender specifications. Article c stipulates: " If necessary, the contractor will rent the venue and support the event with coffee and catering, will provide for local transport, and support participation of a set part of them (at least 10 participants in each networking event are expected to be supported by the contractor; the support should consist of buying travel tickets and ordering and paying hotels in conformity with Commission rules stipulated in Annex 9). The contractor will also provide for a field trip if appropriate (including field guides and necessary local transport)."

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