

Call for tenders' details

Title: Monitoring the evolution and benefits of responsible research and innovation.

Start date: 11/12/2013

Time limit for receipt of tenders: 17/02/2014

Contracting authority: European Commission, DG Research and Innovation (RTD)

Status: Closed

Call for tenders question list

#	Submission date	Publication date	Question subject	Question	Answer
1	20/01/2014 11:58	22/01/2014 17:13	Inclusion of high-level experts	Is it possible to include the same high-level expert in more than one tender provided that they are not part of the core study team? We would like to work with one particular expert but they have already been approached by another consortium.	22/01/2014 As tenders are submitted independently from one another, and only one may eventually be funded, the inclusion of an expert in various tenders poses no conflict of interest. The issue may rather concern the willingness of the expert to serve on a tender; this should be ascertained unequivocally before submission, as selection criteria weigh the technical and professional capacity of the tenderers (pp. 7-9 of the tender specifications). The same logic may also apply regarding the award criteria, depending on role foreseen for the high-level expert (pp. 9-10 of the tender specifications).

Call for tenders questions summary

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2	23/01/2014 15:25	27/01/2014 09:29	professional risk indemnity insurance	Dear Sir or Madam, Do all tenderers need to provide evidence of professional risk indemnity insurance? Or does this apply only when profit and loss accounts and balance sheets are not provided? What document will be considered as sufficient evidence of professional risk indemnity insurance?	27/01/2014 The letter and the spirit of 2012 Rules of Application (RAP) of the general budget of the European Union aim to give tenderers the widest possibility to prove their economic and financial capacity (see Article 147 - http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=OJ:L:2012:362:FULL:EN:PDF). Tenderers are required to prove their economic and financial capacity by providing evidence as available, depending on their legal nature and circumstances; as the Tender Specifications explain, appropriate statements from banks or, if applicable, evidence of professional risk indemnity insurance may be provided in case profit & loss account and balance sheet for the last two years are not available. We also draw your attention to the last paragraph of section 2.3.1 of the Tender Specifications: the candidate “may prove his economic and financial capacity by any other means. (...)The Commission reserves the right to request any other document enabling it to verify the tenderer's economic and financial capacity.” It will be the role of the evaluation committee to assess the tenders based on the available information and to consider other documents that the tenderer should be provided.

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					should be provided.
3	27/01/2014 11:07	27/01/2014 16:33	Monitoring the evolution and benefits of responsible research and innovation - question on the criteria relating to the team delivering the service	With regards to the selection criteria "at least 2 members of the team should have relevant scientific training", I would like to know whether by "scientific training" you mean training in scientific sciences (e.g. physics, biology, etc) or that experts should have a bachelor/master/PhD degree or other specific post bachelor in indicators.	27/01/2014 The tender states that scientific training should be relevant to conducting work on indicators and metrics; such training may be demonstrated via formal degrees in cognate disciplines (such as, for instance, statistics, econometric, quantitative social sciences); by subject-specific methodological training (such as, for instance, metrics for education, Bibliometrics for open access); by informal scientific training of a nature that is relevant to the work envisaged (such as, for instance, doctoral and post-doc posters and presentation of scientific work covering the subject at conferences, to policy audiences, etc). Of course, there may be other ways in which scientific training may be demonstrated – it is up to the tenderers to demonstrate the relevance of the training. It will be the role of the evaluation committee to assess the tenders based on the information made available and to consider other documents that the tenderer should be provided.

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4	31/01/2014 16:41	03/02/2014 16:32	address to send a registered package	It is unclear in the call for tenders where to send registered package (that needs a counter signature before being delivered): at the "post" address or "By courier or by hand" address. Could you clarify this point?	03/02/2014 Hallo, many thanks for the question. The relevant addresses for different ways to deliver the offer are specified on page 1 (§ 3) of the Invitation to Tender (you can choose the submission methods that suits you best). Please note that the Invitation to tender does not specify a need for proof of delivery or counter-signature if the offer is sent by mail or courier.

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5	07/02/2014 18:16	10/02/2014 15:38	Certificates of satisfactory execution	<p>Terms of reference requires tenderers to provide for most important services "certificates of satisfactory execution, specifying that they have been carried out in a professional manner and have been fully completed". We have few questions regarding this:</p> <ol style="list-style-type: none"> 1. Are these certificates needed for assignments commissioned by the European Commission since from our practice the Commission does not provide any similar formal documents? 2. Are these certificates needed for projects funded by FP7? 3. Since there is no single standard of such certificates could you provide some examples of documents which would satisfy this requirement? 	<p>10/02/2014 As you note, Certificates are required by the Terms of Reference for 'Services', that is for studies and other work conducted by tenderers for the Commission and for other public and private recipients.</p> <ol style="list-style-type: none"> 1) For Public procurement contracts, the Commission provides certificates of satisfactory execution upon request and after successful completion of such assignments. Therefore, for such studies, certificates are needed for the most important services. 2) For FP7 projects, the Commission does not provide such certificates; however, should tenderers wish to demonstrate successful completion of FP7 project, it can provide any other supporting documents (i.e approval of final report, result of projects reviews, etc....). It will be up to the evaluation committee to consider on a case by case basis whether the supporting evidence provided is appropriate.