

Call for tenders' details

Title: Provision of innovative and eco-friendly furniture for meeting rooms and offices

Start date: 04/07/2018

Time limit for receipt of tenders: 14/09/2018

Contracting authority: European Food Safety Authority (EFSA)

Status: Closed

Call for tenders question list

#	Submission date	Publication date	Question subject	Question	Answer
1	04/07/2018 15:54	05/07/2018 08:31	manufacturer	do we understand it right that we have to propose the items from the manufacturer listed in the price catalogue and we cannot propose different manufacturer?	05/07/2018 As indicated in the Financial offer (Annex 1) the tenderer should propose a discount for all the items of the manufacturers requested in the standard catalogue (second tab). In addition the tenderer can propose a discount for items to be listed in the additional catalogue (third tab). The items in the additional catalogue can be of any manufacturer chosen by the tenderer.

Call for tenders questions summary

#	Submission date	Publication date	Question subject	Question	Answer
2	13/07/2018 09:57	13/07/2018 11:28	Technical descriptions and drawings	Could you kindly provide the technical descriptions and drawings regarding the items required for the tender?	13/07/2018 This Call for Tender relies on a set of standard manufacturer catalogues as per the list of mandatory brands listed in the Excel file named "Annex 1 – Financial Offer Template". The tenderer can propose further catalogues by adding them in the dedicated section, as far as the proposed catalogues are fitting in the objectives of the Call as specified in the paragraph 1.2 of the Tender Specifications. The Call is not defining any technical specification for furniture or accessories, while minimum requirements for services are specified in the Tender Specification documents.
3	16/07/2018 12:46	16/07/2018 16:03	financial offer	Do we understand it correctly you ask for prices (in financial offer template) for concrete brand from chosen manufacturer? There is the only one option?	16/07/2018 This Call for Tender relies on a set of standard manufacturer catalogues as per the list of mandatory brands listed in the Excel file named "Annex 1 – Financial Offer Template". The tenderer can propose further catalogues by adding them in the dedicated section, as far as the proposed catalogues are fitting in the objectives of the Call as specified in the paragraph 1.2 of the Tender Specifications.

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4	30/07/2018 17:03	01/08/2018 11:55	Translation	<p>Given that this call for tenders has been published by an European Institution and the languages in which tenders may be submitted are all the languages of the European Union, could we have the translation into Italian of the tender documents?</p> <p>Thank you.</p>	<p>01/08/2018 Please note that the call is not published by a European Institution but by an independent EU body – European Food safety Authority. EFSA publishes the calls only in English and translation into other languages is not available. Only the very local calls are published in Italian. Please note that it is fundamental that the future contractor following this call for tenders is able to communicate with EFSA in English. We also confirm that you can submit your offer in any official EU language.</p>
5	20/08/2018 10:17	20/08/2018 16:24	E-submission - price	<p>What price shall we fill in in e-submission tender? There is only one field.</p> <p>Tender Date - Add your tender offer - Total amount excl. taxes.</p>	<p>20/08/2018 Please fill in the “Total amount of the evaluation scenario for the duration of the framework contract”, cell F44 of the Annex 1 Financial offer template.</p>
6	20/08/2018 10:12	20/08/2018 16:29	Tender size limitation	<p>What is the maximum size limitation for the tender. We expect that all catalogues etc. will have about 1GB.</p>	<p>20/08/2018 The size limit for each document is 100 MB per document, as indicated in the e-Submission system. The total number of documents attached to the whole tender should be less than 496.</p>

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7	20/08/2018 15:54	20/08/2018 17:23	Company 4walls	I have a question concerning requested catalogues from company 4walls. Do you mean company 4walls from United States (4walls.com)?	20/08/2018 Yes, the manufacturer listed in the "Standard Catalogue" position SC.1 (cell C15) is the US-based company named 4Walls www.4walls.com.
8	20/08/2018 07:37	23/08/2018 13:42	Extension of deadline	Dear EFSA, would it be possible to extend the deadline for submitting the tender? Almost all Italian brands have the holidays until end of August, so it is very hard to get the response from them concerning the tender.	23/08/2018 Please refer to the corrigendum.
9	30/08/2018 10:00	30/08/2018 16:31	Bill of quantity and product specifications / characteristics	How can I make a budget price for materials if I don't have quantities and / or products technical specifications (i.e. dimensions of the desks and requested quantity)?	30/08/2018 Tenderers are asked to provide a discount for the official price-list of different manufacturers as listed in the Financial Offer (Annex 1) – Standard Catalogue. Tenderers are NOT asked to provide an offer for any specific piece of furniture, or set of furniture, in this phase. For Items 1.2, 2.1 of the Financial Offer Tenderers are asked to provide an uplift expressed in percentage, which will be applied to any Order Form and Specific Contract resulting from the implementation of this Call for Tender. Please also refer to question 1 for further clarification.

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10	29/08/2018 16:28	30/08/2018 16:57	Products' Specifications	Can you please tell us where to find the products' specifications?	30/08/2018 Please refer to clarifications nr 1, 2 and 9.

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