

## Call for tenders' details

Title: Provision of Architectural and Engineering Services

Start date: 01/08/2018

Time limit for receipt of tenders: 17/09/2018

Contracting authority: European Union Agency for Asylum (EUAA)

Status: Closed

## Call for tenders question list

#	Submission date	Publication date	Question subject	Question	Answer
1	19/08/2018 12:05	20/08/2018 11:05	Technical and Professional Capacity	<p>Surveyor: in Italy we don't have a University degree in Surveying but just a "degree in Surveying" is that in enough? Or maybe we can involve a figure with minimum 10 years experience as an Surveyor?</p> <p>Joint Tender: I'm organizing the team to participate as joint tender I'm just wondering if one Expert could be cover two profiles (e.g. Senior Mechanical Engineer and Senior Electrical Engineer may be the same expert). If yes, we should in any case give in total 12 CVs (as indicated in the end of 3.4.3 of tender specifications)?</p>	<p><b>20/08/2018</b> If a university degree in surveying is not applicable in your country, please explain how any other degree appropriately suffices for the credentials obviously sought after. The minimum experience of 5 years remains unchanged.</p> <p>Yes, one individual is allowed to cover more profiles provided the minimum requirements for each profile are met. Indeed we expect at least 12 CVs, one for each profile. If you have more CVs available per profile you may indicate so, as the minimum is one CV per profile.</p>

## Call for tenders questions summary

#	Submission date	Publication date	Question subject	Question	Answer
2	24/08/2018 13:43	28/08/2018 12:05	Civil Engineer	For the specific assignments as indicated on p.9 Can you clarify what type of Civil Engineer you require? For example Structural, Water Resources etc.	<b>28/08/2018</b> No, we cannot specify the type of Civil Engineer beforehand as each work might require different skills and competencies. Given the nature of our business, the need for a structural engineer would be more likely than a water resources engineer. However, the need for the latter should not be excluded.
3	24/08/2018 13:42	28/08/2018 12:06	Request for definition and clarification	Kindly provide a definition of "pantry" as indicated in the Qualitative Award Criteria p.24 No.2.  Kindly clarify if the ten pantries to be refurbished are in the same country? And if the refurbishment of all ten is to be done in parallel?	<b>28/08/2018</b> A pantry is a kitchenette. The pantries to be refurbished are in the same country. Whether or not the project can be planned in parallel or not is left to your discretion.
4	24/08/2018 12:02	28/08/2018 12:08	Description of Resources	In Description of Resources: p.9 Junior Engineer and Senior Engineer. Should the Minimum requirements be listed as: "preferably in the field of Structural Civil OR Electrical and Mechanical Engineering". It is highly unlikely to find a person qualified in all the fields as described in the tender.	<b>28/08/2018</b> The requirement shall be read: Structural Civil - OR Electrical - OR Mechanical Engineering.

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#	Submission date	Publication date	Question subject	Question	Answer
5	22/08/2018 17:04	28/08/2018 12:10	Economic and Professional clarification	<p>If an Engineer has the hp to cover two profiles e.g. Senior Mechanical Engineer and Senior Electrical Engineer. Can I use a single CV?</p> <p>About the Economic and financial criteria, in case of Joint offer the annual turnover request (exceeding 200.000 euro) it could be cumulated from each partners? Thank you in advance</p>	<p><b>28/08/2018</b> An engineer is allowed to cover more profiles provided the minimum requirements for each profile are met. We expect at least 12 CVs, one for each profile.</p> <p>Yes, please refer to page 22 of the technical specifications: If several service providers are involved in the bid, all of them, in principle, must have and show that they have the necessary cumulative economic and financial capacity to perform the tasks assigned to them in the tender.</p>
6	05/09/2018 14:57	10/09/2018 12:42	Technical and human resources	Does a degree in Interior Architecture qualify for the Senior Architect (Bachelors with 10 years experience)	<p><b>10/09/2018</b> Yes, in line with the point 1.5 of the Tender specifications, University degree in Architecture is required.</p>

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7	05/09/2018 14:45	10/09/2018 17:38	network of resources in other countries	Does the available network of resources in other countries need to sign the Letter of Intent as a subcontractor, even though at this point in time they are not one of the 12 CVs?	<b>10/09/2018</b> Yes, as specified on the page 21 of the tender specifications: If the tenderer envisages subcontracting, the tender must include: - a document (SSF 4) clearly stating the roles, activities and responsibilities of the proposed subcontractor(s), and the reasons why subcontracting is envisaged; - a letter of intent (SSF 5) by each proposed subcontractor stating its intention to collaborate with the tender if the tenderer wins the contract and their willingness to accept the tasks and the terms and conditions set out above, in particular article II.24 of the draft framework service contract.

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8	10/09/2018 19:22	12/09/2018 09:01	3.4 Award criteria	Could you please explain in a different way the last two points: 3.3 a standardized process description on service delivery for individual assignments; 3.4 methods of open book time sheet keeping in lieu to invoicing.  Thanks	<b>12/09/2018</b> Please find the explanation of the following two points:  - 3.3 a standardized process description on service delivery for individual assignments; - For each assignment, EASO requires a description of the process of how the services will be implemented  - 3.4 methods of open book time sheet keeping in lieu to invoicing. - Management of time sheets for the different services rendered which are to be provided

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