

Call for tenders' details

Title: ECHO/B3/SER/2019/06 — Exercises on Civil Protection Modules, Technical Assistance and Support Teams, other Response Capacities and European Union Civil Protection Teams – Cycle 11 (5 Lots)

Start date: 19/04/2019

Time limit for receipt of tenders: 09/09/2019

Contracting authority: European Commission, DG for European Civil Protection and Humanitarian
Aid Operations (ECHO)

Status: Closed

Call for tenders question list

Call for tenders questions summary

#	Submission date	Publication date	Question subject	Question	Answer
1	24/04/2019 11:19	24/04/2019 16:40	CALL FOR TENDER NO ECHO/B3/SER/2019/06	Regarding the note on page 3; “Tenderers may submit a tender for maximum two lots. No individual, whether representing a participating state or consortium member or otherwise, can be part in any way in more than two lots.” Does this mean that a physical person can’t be involved in more than 2 lots even if they represent different organisations and/or positions within the different lots? In addition, if this is the case how is it then perceived that the different lots should cooperate/link areas within the tender such as visibility, evaluation, trainers/mentors and standardise exercise documentation etc. without a physical persons being involved in other lots within areas such as planning, delivery and evaluation of the exercise?	24/04/2019 Yes, this is correct. A physical person cannot be involved in more than two lots. The tender specifications stipulate that representatives of the different lots are invited to participate in the stakeholder meeting of each lot. It is also indicated that other consultations can be arranged as video or phone conferences. It is up to the contractor to organise additional meetings also on a bilateral basis where it is considered necessary. In addition, representatives of other lots can be observers in an exercise of another lot. These are examples of the different opportunities to ensure cooperation between lots on visibility, evaluation, trainer/mentor approach and standardisation of documentation.

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2	14/06/2019 17:37	19/06/2019 14:36	virtual/augmented reality definition?	<p>1. According to Terms of References, what should we understand under virtual/augmented reality which is requested to be used in LOT 1? Is it the similar terminology like in Horizon 2020 projects, where interactive experience of a real-world environment are enhanced by computer-generated perceptual information, sometimes across multiple sensory modalities, including visual, auditory, haptic, somatosensory and olfactory. Is it required to use for ex. HoloLens and other technologies, which are mainly assigned for first responders when using augmented reality? Or it could be any IT Tool that allow to exchange information via injects and reactions including videos, documents and pictures that simulate real world environment.</p> <p>2. What is understood under: (five civil protection modules from different participating states and/or comparable other response capacities of the European Civil Protection Pool and the full participation of at least three virtual modules). Based on above mentioned, how many countries</p>	<p>19/06/2019</p> <p>1. Yes, virtual and augmented reality refers to technologies that will immerse users in a complete virtual environment that is generated by a computer or will make users interact with the real world while digital content is added to it. Digital objects shall be used. A simple IT tool including videos, documents and pictures that simulate real world environment is not sufficient and will result in a very low score if proposed in the tender.</p> <p>2. The civil protection modules shall come from different countries. The other comparable response capacities of the European Civil Protection Pool shall ideally come also from different countries. However, it is accepted to have, for instance, a USAR team (module) and a MEVAC or drone team (other response capacity) from the same country. Virtual modules are modules role played by one or two module's representatives (not a whole module is present). Real persons (coming from the consortium staff) shall play the role of the team leader or another representative of a module that is fictively involved in the exercise scenario. Each virtual module shall represent a different country. Please see page 13 for further details on virtual modules.</p>

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				mentioned, how many countries should participate at each exercise when involving five CPM and at least 3 virtual modules? What does virtual modules mean in this context?	virtual modules.
3	25/06/2019 11:19	28/06/2019 16:35	ANNEX 9 – Checklist of documents to be submitted with the tender in e-Submission (ECHO/B3/SER/2019/06)	<p>According to Annex 9 of the Tender, there are mentioned 2 kinds of Proof of authorization: - the first one- to sign the Declaration on Honour (it must be provided both by the Consortium leader and by each of joint partners) - the second one - to sign the Contract (must be provide only by the Consortium leader) Please support me with an explanation what exactly is this document from both perspectives - signing the Declaration on Honour and the Contract. Is there any template of the document content available?</p> <p>Thanks, Roxana Branda</p>	<p>28/06/2019 The proof of authorisation to sign the contract, indicated in the Annex 9 of the tender specifications, refers to any document that designates officially the person responsible to sign contracts on behalf of the organisation. We cannot provide any template of this proof as it would depend on the legal status of the tenderer.</p> <p>04/07/2019 The proof of authorisation to sign the declaration on honour, indicated in the Annex 9 of the tender specifications, refers to any document that designates officially and empowers a person to sign the declaration on behalf of the organisation.</p>

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4	08/07/2019 10:24	08/07/2019 12:07	Power of Attorney	<p>Please clarify how you expect the gaps in the given "Power of Attorney" are filled. The questions referring to the following paragraph: "In case the European Commission awards Contract (« the Contract ») to Company 1, Company 2, ..., Company N (« the Group Members »), based on the joint offer submitted by them on for the supply of and/or the provision of services for ... (« the Supplies and/or the Services »)." Especially the contract (number?) and the submission date are raising questions as the Power of Attorney has to be part of the tender. Please clarify what has to be inserted in these gap or if the sentence can be deleted. Also the content which is supposed to be mentioned in the gap behind "supply of" is not clear.</p>	<p>08/07/2019 Please read the following and fill in as indicated: In case the European Commission awards Contract «Exercises on Civil Protection Modules, Technical Assistance and Support Teams, other response capacities and European Union Civil Protection Teams - Cycle 11 - Lot XX*»; (« the Contract ») to Company 1, Company 2, ..., Company N (« the Group Members »), based on the joint offer submitted by them on 09/09/2019 for the provision of services for organising Civil Protection Modules Exercises (« the Services »). * XX : Please indicate your corresponding lot number</p>

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5	03/07/2019 14:42	08/07/2019 12:12	Number of participating modules lot 5	<p>Please clarify how the following sentences (2.3.2 Details per lot &gt; lot 5 &gt;Task 2 – Design) are supposed to be understood: “Each exercise shall include minimum three medical capacities, that can be made of emergency medical team (EMT), advanced medical post with or without surgery (AMP-S), field hospital (FHOS) and medical aerial evacuation of disaster victims (MEDEVAC), from different participating states and/or other comparable response capacities of the European Civil Protection Pool. Each exercise shall also provide for the full participation of at least one EMT type 2, at least three virtual modules, a TAST and a EUCPT.” Should it be all together per exercise: 3 medical capacities 1 TAST 1 EUCPT 3 virtual teams OR 3 medical capacities and in addition 1 EMT 2 1 TAST 1 EUCPT 3 virtual teams</p>	<p>08/07/2019 Each exercise shall include minimum: 3 medical capacities (1 of which must be 1 EMT type 2) + 1 TAST + 1 EUCPT + 3 virtual teams</p>

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6	10/07/2019 16:28	10/07/2019 18:00	Question to 1.1 *Participation'	Please clarify the following sentence under 1.1 'Participation': 'Tenderers may submit a tender for maximum two lots'. In the case of a joint tendering can a consortium partner be involved in three lots, as long as it is not lot 2 and 3 in parallel and, as long as the individuals representing the consortium partner are different persons?	10/07/2019 No, a consortium member cannot be involved in more than two lots being an entity or an individual. Moreover, no member of the consortium for lot 2 can be a consortium member of lot 3 and vice versa. 17/07/2019 CORRECTION: a consortium member as an entity/organisation can be involved in more than two lots, as long as it is not in lot 2 and lot 3. However, individuals cannot be involved in more than two lots and not in lot 2 and lot 3 at the same time.
7	18/07/2019 10:26	18/07/2019 15:39	Upload in the e-Submission application	In case of a joint tender, how will be all the required documents uploaded on e-Submission platform? 1. Can the Consortium leader upload the documents for each partner? or 2. Is it compulsory that each partner upload individually its own documents, based on the PIC number? Thank you!	18/07/2019 Each Partner of a Consortium must be registered with its own PIC. Once this has been done, the Consortium Leader can upload the documents for each Partner.

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8	13/08/2019 07:49	16/08/2019 09:31	Selection criteria	Please clarify what kind of document must be uploaded on the e-Tendering platform regarding the proof of legal and regulatory capacity (In the previous Calls of Tender it was mentioned that the tenderers must provide a signed Legal Entity Form), but now we cannot identify a guidance about the type of document that can be used as proof of legal and regulatory capacity. Thank you!	16/08/2019 Where you may be required by the national legislation in your country of establishment to specific regulatory requirements, you should upload together with the tender documents the necessary evidences (e.g. proof that the tender is a member of a specific professional organization; proof of enrolment in a relevant trade or professional register; etc.). The Legal Entity Form is a different document, which is meant to collect minimum data related to the legal existence and legal status of your entity.

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9	28/08/2019 12:37	28/08/2019 16:47	Structure and content of the tender	In part 1.6 Structure and content of tender it is mentioned that the tenders must be presented as follows: Part A, Part B, Part C, Part D and Part E, containing specific documents. Question: how are these 5 Parts mirrored into the eTendering platform since there are no such categories available on the website. Thank you!	28/08/2019 Indeed, please note that there is an inconsistency with what is indicated in point 1.6 of the tender specifications concerning the presentation of the tender and how the tender shall be uploaded in the e-submission platform. In the e-submission platform you will find 3 folders: - Technical offer - Financial offer - Other documents. All the documents related to parts A, B and C (as indicated in the tender specifications) must be uploaded in the folder other documents. Please name the different PDF files with Part A or B or C and possibly with the name of the document (power of attorney or statement of exclusivity and availability). The technical offer (Part D as indicated in the tender specifications) must be uploaded in the folder technical offer. The financial offer (Part E as indicated in the tender specifications) must be uploaded in the folder financial offer.

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10	29/08/2019 11:04	29/08/2019 11:55	Invitation to Tender - point 1 Submission of tenders	It is mentioned in the Invitation to tender that the hand-signed originals (Declarations on Honour and Tender report) must be sent by letter at the latest on the first working day following the electronic submission of tender. Please inform us about the postal mail address there the documents are to be sent. Thank you!	29/08/2019 Please use the following postal address: EUROPEAN COMMISSION Directorate-General for European Civil Protection and Humanitarian Aid Operations - ECHO Unit B3— Knowledge Network and Evidence-based Policy L-86 B-1049 Brussels

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11	29/08/2019 12:11	29/08/2019 16:54	Structure and content of the tender / Your answer from 28/08/2019	Unfortunately, the provided answer does not reflect the actual structure of the eTendering platform. The platform is providing 5 folders for each partner and we assume the following allocation of documents: "Legal and regulatory capacity": Part C-Proof of Authorisation "Economic and financial capacity": Part C – Simplified balance sheet "Technical and professional capacity": Part C – CV's "Exclusion criteria": Part A – Statement of exclusivity and availability; declaration of honour is already asked separately above "Other documents": Part A – Power of Attorney; Part A – letter of intent; Part A – SME declaration; Part C – Letter of support Please validate the above allocation. Where should Statements of exclusivity and CV's of for example trainers which are not staff of the consortium be uploaded as the folders are just available per consortium partners? In the next steps are just upload possibilities for Part D "Technical offer" and Part E "Financial Offer".	29/08/2019 Sorry for the answer provided previously that did not reflect the eTendering platform and please disregard point 1.6 of the tender specifications in terms of presenting the tender in Parts. The following steps and allocation of documents in eTendering platform shall be considered: First step: The declaration on honour is to be uploaded at the stage of inserting the PIC. Second step: Legal and regulatory capacity (relating to point 3.2.2 of the tender specifications): Please upload any evidences required by the national legislation in your country to pursue the professional activity necessary to carry out the work subject to this call for tenders (e.g. proof that the tender is a member of a specific professional organisation; proof of enrolment in a relevant professional register). Economic and financial: Please upload the simplified balance sheet as required in point 3.2.3 of the tender specifications. Technical and professional capacity: Please upload all the evidences required in point 3.2.4 a and b of the tender specifications (Statements of support from civil protection authorities; list of the services carried out; CVs....). Exclusion criteria: Please upload the

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					Exclusion criteria: Please upload the statements of exclusivity and availability. Other documents: Please upload the power of attorney, letter of intent and support, the SME declaration. You can also upload the proof of authorisation to sign the declaration on honour and the contract in this folder. The next steps are to upload the technical offer and then the financial offer. We recommend that the leader of the consortium fills in all the information in the platform and uploads all the above mentioned documents (so no documents, except the declaration on honour, should be uploaded in the folders of the partners of the consortium).
12	30/08/2019 17:12	02/09/2019 10:15	Language certificate	One of our proposed experts has a language certificate from his university that he/she speaks English at the Level B2 which corresponds to the very good. It is in this context we would like to ask you if you can equvalate the university certificate of B2 to the EU C1 system.	02/09/2019 Please demonstrate that the university's level of B2 is equivalent to the level C1 for proficient users of the language as described by the Common European Framework for Reference for Languages.

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