

Call for tenders' details

Title: EU Aid Volunteers Initiative: Training Programme, Online and Face-to-Face Courses for Candidate Volunteers

Start date: 28/08/2019

Time limit for receipt of tenders: 09/10/2019

Contracting authority: European Education and Culture Executive Agency (EACEA)

Status: Closed

Call for tenders question list

| # | Submission date | Publication date | Question subject | Question | Answer |
|---|---------------------|---------------------|--------------------------|--|---|
| 1 | 06/09/2019 17:41 | 09/09/2019 11:34 | Word versions of Annexes | Would it be possible for word versions of the following annexes to be made available? Annex 2 Declaration on Honour; Annex 3 Power of Attorney; Annex 4 List of identified subcontractors; Annex 5.1 Commitment letter by identified subcontractor; and Annex 5.2 Commitment letter by an entity whose capacity is being relied Thank you for your consideration | 09/09/2019 Dear Madam, The requested annexes have been made available in word version and published with the other call documentation (see Document library). Kind regards, EACEA Tenders team. |

Call for tenders questions summary

| # | Submission date | Publication date | Question subject | Question | Answer |
|---|---------------------|---------------------|-------------------------------|---|---|
| 2 | 23/09/2019 15:53 | 23/09/2019 17:34 | Annex 3 | Hello, Would it be possible to obtain the annex 3, Power of Attorey in word version please? Thank you in advance, Best, | 23/09/2019 Dear Madam, Please note that the Annex 3 Power of attorney is already available in word version on the second page of the section Document Library. Kind regards, The EACEA Tenders team. |
| 3 | 26/09/2019 11:16 | 26/09/2019 16:05 | Financial evaluation scenario | Whilst the financial evaluation scenario in Annex 6 does not include a maximum price, point 5.2 of the tender specifications seems to suggest that the maximum available amount for the first 30 months of the FWC is 5.25 million. Should this amount thus be assumed to constitute the ceiling for the financial evaluation scenario? | 26/09/2019 Dear Madam, In the evaluation phase, tenders must be rejected if the price of the tender exceeds the maximum amount set in the procurement documents. The framework contract ceiling , i.e. the maximum amount to be spent under the framework contract for the total duration of the framework contract, i.e. including the initial framework contract (30 months) as well as the potential renewals (respectively 12 months and 6 months) is indicated in Heading II.2.6 of the contract notice. The financial offer will be taken into account to that effect during the evaluation phase. Kind regards, The EACEA Tenders team |

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| 4 | 26/09/2019 20:02 | 30/09/2019 11:08 | Available Languages of Training Material | <p>We received access to the present platform with online courses (https://euavtraining.brightspace.com/d2l/home/6736)</p> <p>1. Is this (a) the real one being used by the actual trainees or (b) just a demo version?</p> <p>2. Does (a) include all material in the 3 mandatory languages en-fr-sp?</p> <p>3. a) During the take-over mentioned in 3.2.2.9., will the contractor obtain the complete online and face to face course material completely in 3 languages? b) With other words: In order to deliver all actual online and face to face material in 3 languages, as stated in 3.2.2.1., does the contractor need to prepare translations which might be missing now?</p> | <p>30/09/2019</p> <p>Dear Sir, The access provided is to an area on the live platform, as if the tenderers were a group of candidate volunteers registered onto an English course. For data protection reasons, admin access to the online platform is not provided. The handover to the new contractor would cover all of the online and face-to-face materials in all three languages. Kind regards, The EACEA Tenders team</p> |

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| 5 | 26/09/2019 17:40 | 30/09/2019 11:16 | Evidence of legal capacity | We understand that in accordance with 2.3 of the tender specifications documents showing the legal status of tenderers and financial identification should be uploaded to the Participant register. Please confirm this understanding is correct and where in the participant register these documents should be added? Furthermore section 4.2.1 states Tenderers do not need to prove specific legal and regulatory capacity to perform the contract. Does this mean that we do not need to provide the legal entity form and Financial ID form? | 30/09/2019 Dear Madam, We confirm that the legal entity form and financial identification form of tenderers should be uploaded to the Participant register. You will find guidance on how to obtain a PIC number and submit your proposal in the invitation letter, including the following link: https://webgate.ec.europa.eu/esubmission/assets/documents/manual/quickGuide_en.pdf Section 4.2.1 makes reference to specific legal and regulatory capacity and therefore it states that the contracting authority does not require economic operators to be enrolled in a relevant trade or professional register or, for service contracts, to hold a particular authorisation proving that it is authorised to perform the contract in its country of establishment or to be a member of a specific professional organisation. The obligation to upload the legal entity form and the financial form is not under this section, but under section 2.3 of the tender specifications. Kind regards, The EACEA Tenders team |

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| 6 | 30/09/2019 11:37 | 03/10/2019 09:28 | Clarification regarding Price line 4 | We note that 5.2 of the tender specifications (regarding the financial offer) states that with regard to the financial evaluation scenario “The prices will be binding for the specific orders for services” and that “only the Price list (Annex 6a) will be binding on the tenderers”. In this regard, could you please confirm whether, for Price line 4, the price that is binding only concerns the rates of the different profiles listed (i.e. Annex 6a), and not the price quoted for the cases study (Annex 6b), as this price would heavily depend, for future work, whether the module is new or just updated, what kind of interactive elements are required, etc. | 03/10/2019 Dear Madam, Price line 4 in Annex 6a contains the binding rates for the different profiles. The price quoted for the case study is binding for similar requests of services and it is used according to the principle of sound financial management as a benchmark for request for services which are more or less complex. Kind regards, The EACEA Tenders team |
| 7 | 20/09/2019 11:36 | 03/10/2019 12:15 | Potential conflict of interest | Is there any conflict of interest between being a EUAV Host Organisation and the provision of training services to candidate volunteers? | 03/10/2019 Dear Madam, Professional conflicting interests which may affect negatively the performance of the contract depend on factual elements that cannot be captured in this reply. It is for the tenderer to take this aspect into duly account in the offer and specifically under the quality control measures. Kind regards, The EACEA Tenders team |

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| 8 | 25/09/2019 12:06 | 03/10/2019 14:44 | Question | Can a sending and host organisation submit a proposal for this call of tender? | 03/10/2019 Question7 |

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