

Call for tenders' details

Title: Enhancing the Attractiveness of European Higher Education: Study in Europe

Start date: 23/04/2020

Time limit for receipt of tenders: 15/07/2020

Contracting authority: European Commission, DG Education, Youth, Sport and Culture (EAC)

Status: Closed

Call for tenders question list

#	Submission date	Publication date	Question subject	Question	Answer
1	18/05/2020 13:36	20/05/2020 16:57	Submission of tender documents	In the case of a joint tender, is it acceptable if some members will provide electronic signatures, others handwritten signatures?	20/05/2020 Dear tenderer In order to answer this question fully and accurately we would need to know what type of 'electronic signature' that you refer to. Do you mean a digitally certified signature system, or a scanned version of a hand-signed document?

Call for tenders questions summary

#	Submission date	Publication date	Question subject	Question	Answer
2	18/05/2020 13:35	20/05/2020 17:02	Tender specifications 2.7. – Networking and exchange of good practice among higher education promotion stakeholders	Yammer group: How extensive (monthly, weekly, daily) should be planned the moderation of the yammer group?	20/05/2020 The frequency of moderation should be in line with the way the tenderer proposes to use the group as a discussion and sharing platform. We would also imagine the selected contractor would moderate in two ways (a) though structured moderation on a regular basis, in line with the desire to foster networking, and (b) by responding to ideas or news submitted. In this case, networking would be promoted if posts are answered quite soon after submission.
3	18/05/2020 13:35	20/05/2020 17:04	Tender specifications 2.7. – Networking and exchange of good practice among higher education promotion stakeholders	Face-to-face meeting for representatives from Programme countries: should the budgeting include also the travel and accommodation costs of the participants, or just the organisation costs of the meeting? Is it foreseeable that participants cover their own travel and accommodation costs?	20/05/2020 For the purposes of this tender, tenderers should budget to cover the travel and accommodation costs of Programme-Country representatives in these meetings.

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4	26/05/2020 10:07	26/05/2020 11:49	Impact of the Covid-19 pandemic	<p>Given the current and likely future impact of the Covid-19 pandemic on higher education and international mobility, are any changes planned to the tender specification? If yes, when will these be issued to bidders?</p> <p>If no, can we assume we should respond with alternatives to face to face promotional activity where it is clear this will or may be required?</p>	<p>26/05/2020</p> <p>No changes to these tender specifications will be issued as a result of the COVID-19 pandemic. The overall objectives and list of services requested will therefore remain the same: to support the promotion of the European higher education sector as a whole. Tenderers are expected to reflect in their offer both what the European HE sector is offering to international students, and the strategies that it is adopting to do this. Clearly we will expect offers to adopt an approach that matches this new reality of a world affected by COVID-19, and which is flexible enough to adapt to changes in this reality. Specifically on "alternatives to face to face promotional activity", the tender specifications already attach great importance to online information and communication activities. On fairs, the specifications also mention "Depending on the country, the timing, or on market indicators, contractors may wish to propose the organisation of events using a more on-line format (webinars, virtual fairs) in order to achieve the same results – both on the day and in terms of follow-up."</p>

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#	Submission date	Publication date	Question subject	Question	Answer
5	25/05/2020 16:20	27/05/2020 15:39	Submission of tender documents	In the case of a joint tender, is it acceptable if some members may sign documents with a digitally certified signature, others may send a scanned version of a hand-signed document. We understand that you would only need the original paper version of the declarations of honour and the submission report if these documents have handwritten signatures.	27/05/2020 Yes this is acceptable. It is correct that we only need the original paper version of documents which bear a hand-written signature. For joint tenders, note too that a submission report only needs to be signed by the tenderer or the group leader, not by all the group members.
6	18/05/2020 13:32	03/06/2020 20:54	Tender specifications 2.5.2. – Maintain content for a Study in Europe portal site	The tender specifications state that by early 2021, there will have been a platform migration to Drupal 8. Is the designing and developing of the stand-alone site part of the work to be carried out by the successful tenderer or does the project indeed only carry out maintenance? Is the migration of the stand-alone site to Drupal 8 also seen as one of the tasks within the tender?	03/06/2020 To clarify, the successful tenderer will not need to design and develop a stand-alone website for the Study in Europe project. The migration of the website to Drupal 8 and its technical maintenance will be performed by the European Commission. The successful tenderer will need to ensure the editorial maintenance of the site by providing and updating content. Any proposed changes to the design or structure of the website, if relevant, would need to be agreed with the Commission.

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7	10/06/2020 10:54	15/06/2020 09:17	Requirement and scope of the tender.	In the framework of the tender, it is not specified if respondents can focus on certain aspects of European higher education (i.e. field of studies) as opposed to all aspects of European higher education. The reasoning being: Focusing on a selection of field of studies would enable the project to ensure a comprehensive and cost-efficient work.	15/06/2020 This is not really a question, but your point is correct: the tender documents do not specify whether a respondent can (or may not) focus on certain aspects of European higher education in their offer. It is up to the respondent to determine an approach that they believe best meets the objectives of the overall call, and the way these are expressed in the award criteria: for example 'unique selling points'.
8	09/06/2020 10:00	15/06/2020 09:56	Submission	Would it be possible to receive the annexes/forms that need to be submitted (Declaration on Honour, Economic and Financial Analysis, Financial Offer, etc.) as Word or Excel documents?	15/06/2020 Our apologies that these documents were published in the format generated by the official registered version (i.e. pdf). Annexes 3 4 and 6 have now been published as both Word/Excel and open-format files.

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9	23/06/2020 09:34	29/06/2020 17:47	Joint tenders	<p>We plan to submit a tender as a consortium composed of a group of international partners. One partner will be merged with other similar organizations of his country to become a newly created governmental agency during the procurement procedure (after the submission deadline and before contract signature). The competencies, budget and staff of the consortium partner will be transferred to the newly created agency and all the task assigned to that partner in the tender will be taken over by the new entity. Updated supporting documents can be provided once the merger has taken place. Can you confirm that this is a valid procedure?</p>	<p>29/06/2020 Reference to the planned changes should be made in the offer. If the consortium is awarded the contract, the European Commission will then contact the applicant to provide additional information for the selection. At that point any changes to the legal nature and entity of applicants or members of the applicant consortium in the intervening period should be fully described. If supporting documents are requested, these should provide a view of the new legal entity. This exchange of information will not permit any changes to the offer's operations or price.</p>