

## Call for tenders' details

Title: Archiving system.

Start date: 21/04/2015

Time limit for receipt of tenders: 03/06/2015

Contracting authority: EUROJUST

Status: Closed

## Call for tenders question list

#	Submission date	Publication date	Question subject	Question	Answer
1	26/05/2015 10:08	26/05/2015 10:38	Invitation to Tender / Ref:2015/EJ/03/PO /Archive System 2.1.3. Archive furniture 5of11	You ask for 1000 m1 shelf capacity , together with the desire to organize the space as best as possible. More gauges means a higher price , you can base the weighting of the final price on the laagtse price per m1 shelf ?	<b>26/05/2015</b> As indicated in point 2.1.3 of Annex A technical Specifications, Eurojust requires an archive system of a minimum 1000 linear meters. As indicated in point 2.5 of the invitation to tender, the linear meters that can be provided will be taken into account in the evaluation of the proposed archiving solution. As also indicated in point 2.5 of the invitation to tender, the price that will be evaluated is the price offered for the complete archiving system installed at the Eurojust premises and the cost of the annual preventive maintenance for 4 years.

## Call for tenders questions summary

#	Submission date	Publication date	Question subject	Question	Answer
2	26/05/2015 10:33	26/05/2015 12:15	Invitation to Tender / Ref:2015/EJ/03/PO - Archive System 2.1.3 Archive furniture 6of11	<p>You are requesting a possibility to have clear which compartment is for which user or for which purpose. It should also be used in the archive set up at section level are clear for what purpose the cabinet.</p> <p>Can we offer label holders large and small provide the required signing ?</p>	<p><b>26/05/2015</b> As indicated in point 2.1.3 para (6) of Annex A Technical Specifications, users of the archive system must be able to visually identify which compartment is assigned to which user group or for which purpose. Inside the compartment the user must be able to identify which section is to be used for what purpose. The archive manager must be able to change the identification easily. This requirement may be met by large and small label holders.</p>
3	26/05/2015 10:32	26/05/2015 12:16	Invitation to Tender / Ref:2015/EJ/03/PO - Archive System 2.1.3 Archive furniture page 5of11	<p>You ask for a protected / restricted access off 5-10 m1 shelf. Is it a must for each archive section to be equipped with doors with unique locks per user and closed rear walls?</p>	<p><b>26/05/2015</b> It is required that areas of approximately 5-10 linear meters can be assigned to a specific user group and therefore not accessible to other user groups. This security may be accomplished through doors with locks and closed rear walls.</p>

## Call for tenders questions summary

#	Submission date	Publication date	Question subject	Question	Answer
4	26/05/2015 10:31	26/05/2015 14:43	Invitation to Tender / Ref:2015/EJ/03/PO - Archive System 2.1.2. Architectural specifications page 4 of 11	Should the archive facility comply with regulations for establishment of an archivespace (archiefruimte) or an archiverepository (archiefbewaarplaats)?	<b>26/05/2015</b> Point 2.1.2 of Annex A Technical Specifications describes the archive room that will be built by Eurojust to house the archive system. The construction of the archive room is out of the scope of this contract but will be built according to the regulation - Stcrt 2010, nr.70, 6 januari 2010. The archive system and furniture must meet the requirements as defined in point 2.1.3 of Annex A Technical Specifications.
5	26/05/2015 15:47	27/05/2015 12:23	Material / finishing of furniture	When we take the documentation with regards to archive furniture and archive rooms into account, it is clear that the inspection institution has a preference for furniture which is covered with an epoxy-polyester powdercoating. Galvanized shelves will release a substance called zinc oxide after some time, which is hazardous for archived documents. This problem will not occur when the furniture is equipped with epoxy-polyester powdercoating. Can we assume that based on the above, the customer would like to have epoxy-polyester powdercoated shelves, uprights and bases as part of the offer?	<b>27/05/2015</b> The requirements of the coated materials is specified in point 2.1.3 para 8 of Annex A Technical Specifications.

## Call for tenders questions summary

#	Submission date	Publication date	Question subject	Question	Answer
6	26/05/2015 15:47	27/05/2015 12:23	Material used for raised floor	In Annex A – Technical Specifications Archiving System it is mentioned that the contractor is responsible for the delivery and installation of the archive system including any rail-system. In the “archieffregeling” it is not clearly stated that the raised floor has to be of a certain material. Can the customer state from which material the floor has to be made so that all the tenderers base themselves on the same specifications? Or could it be a possibility to integrate the rails within the concrete floor which will be provided by the builder of the new premises?	<b>27/05/2015</b> It is not an option to integrate the rail system into the concrete floor. It is up to the tender to offer the most suitable rail system and any raised floor that is required.

## Call for tenders questions summary

#	Submission date	Publication date	Question subject	Question	Answer
7	26/05/2015 15:46	27/05/2015 12:24	Access of compartments	In Annex A – Technical Specifications Archiving System the specific requirement of security / limited access is discussed. It is stated that an individual compartment will be assigned to a specific user group. Is this applicable to each and every compartment, or can it be that some user groups have enough compartments that limited access to an aisle is also sufficient. To clarify this, could a list be provided with the specific user groups and the number of compartments which they should be able to access? With this the most efficient design can be made, limiting costs and increasing the efficiency.	<b>27/05/2015</b> As stated in point 2.1.3 para 5 of Annex A Technical Specifications, compartments assigned to a specific user group will be between 5-10 linear meters. For the purpose of this tender, the offer should be based on the fact that any particular user group will not have a larger area than this. The winning tenderer will be provided more specific information regarding the specific user groups and number of compartments.

## Call for tenders questions summary

#	Submission date	Publication date	Question subject	Question	Answer
8	26/05/2015 15:46	27/05/2015 12:25	Warranty	In Annex A – Technical Specifications Archiving System the warranty conditions are specified. It is stated that the warranty will cover a period of at least 5 years from final handover. Standard warranty periods are 1 year on material- and factory mistakes and 20 years on rails and wheels. A longer period is normally covered by a service and maintenance contract. Can we assume that a warranty period of 1 year on material and factory mistakes and 20 years on rails and wheels is sufficient, and that longer periods will be covered by service and maintenance contracts, which are to be discussed in a further stadium?	<b>27/05/2015</b> The warranty conditions as stated in point 2.3 of Annex A Technical Specifications are not changed and remain 5 years.
9	26/05/2015 15:45	27/05/2015 12:26	Deflection per shelf	In Annex A – Technical Specifications Archiving System it is stated that the shelves provided, cannot bend through more than 2 mm. With regards to renowned quality and safety standards and guidelines such as RAL and GS, shelves have to meet a maximum deflection of L / 200. As these are international standards, can we assume that we can calculate with a maximum deflection of L / 200, based on RAL?	<b>27/05/2015</b> A deflection of L/200 is acceptable.

## Call for tenders questions summary

#	Submission date	Publication date	Question subject	Question	Answer
10	26/05/2015 15:45	27/05/2015 12:27	Weight per shelf	<p>In Annex A – Technical Specifications Archiving System it is stated that the load bearing capacity of the shelves should be 100 kg. per linear meter. With years of experience in designing and installing movable archives, we can state that when standard archiving boxes are being stored, the weight per linear meter almost never exceeds 40 kg. In relation to the weight with which the shelves will be loaded, it is also mentioned that the floor load can max. be 10 kN/m<sup>2</sup>. When we take this into account, it is impossible to calculate with 100 kg. per linear meter shelf. When 40 kg. per shelf is used, the floor load is no problem.</p> <p>To make the most efficient offer, can we assume that we can design and calculate the archiving systems with shelves which will be loaded with a maximum of 40 kg. per linear meter?</p>	<p><b>27/05/2015</b></p> <p>It is not expected that all shelves will bear 100kg. The requirement is however that a shelf should be able to bear 100kg.</p>

## Call for tenders questions summary

#	Submission date	Publication date	Question subject	Question	Answer
11	26/05/2015 15:44	27/05/2015 12:28	Aisle lighting / LED lighting	In the documents provided, there is no information with regards to the lighting which will be installed in the room. As the building has yet to be build, it could be an option for the customer to choose for aisle lighting which is integrated with the movable archive. Taken sustainability into account, LED lighting would be the best option. When LED aisle lighting is chosen over standard room lighting, the financial benefits could exceed the 90%, depending on the number of armatures. Would the customer like to have LED aisle lighting offered to be integrated within this tender?	<b>27/05/2015</b> Lighting incorporated as part of the archive system is not required.



## Call for tenders questions summary

#	Submission date	Publication date	Question subject	Question	Answer
12	26/05/2015 15:44	27/05/2015 12:31	Electro or handwheel	<p>In Annex A – Technical Specifications Archiving System it is stated that the control of the movable archiving cupboards should be done by a wheel-mechanism with a retracted handgrip or equivalent. An electrical driven system will offer multiple benefits over a system which is driven with a hand wheel. Electrical systems are much more user-friendly, offering the possibility to move the system when carrying documents of archiving boxes. Electrical systems are also equipped with safety features with which the users are very well protected. In addition, the electrical systems make use of “soft start / soft stop”, creating a safe and controlled environment for users and documents stored. The electrical systems are fully in compliance with the “archiefregeling 2009”. Because of the benefits mentioned, electrical systems are more often asked for and delivered. All big parties in the market are able to supply an electrical driven system.</p> <p>Would the customer like to receive an offer for an electrical driven system as well, in addition to wheel-mechanism which is asked for? This way the customer is provided with a choice.</p>	<p><b>27/05/2015</b> Point 2.1.3 para 2 of Annex A Technical Specifications states that the control of the movable archiving cupboards should be done by a wheel-mechanism with a retracted handgrip `or equivalent`. If the electrical system can provide the same functionalities as the hand wheel system then this may be offered.</p>

---

## Call for tenders questions summary

---

#	Submission date	Publication date	Question subject	Question	Answer
13	26/05/2015 15:44	27/05/2015 12:31	Deadline tender	In the document: "Invitation to Tender" the deadline for dispatching tenders is set to 03 – 06 – 2015. When we take into account that the answers to the questions asked today will be given somewhere this week, the timeframe for creating / finishing this tender is very tight. Therefore, and also given the planning for the project (2016 – 2017), we ask to postpone the deadline for dispatching the tender with 1 month. Can the customer agree with this request?	<b>27/05/2015</b> The deadline for dispatching tenders is not modified and remains 03/06/2015. The regulatory timeframe applicable to Eurojust tenders has been respected, including that related to the provision of additional information.

Generated on the 23/04/2024 19:29:02 - Generation time 14 ms