

## Call for tenders' details

Title: Supply Services of Interim Staff

Start date: 02/03/2022

Time limit for receipt of tenders: 12/04/2022

Contracting authority: European Commission, DG Communication (COMM)

Status: Closed

## Call for tenders question list

#	Submission date	Publication date	Question subject	Question	Answer
1	29/03/2022 13:46	29/03/2022 17:35	Annex 6 - Financial Offer	In the document annex 6 Financial offer cell H12 does not have the same behaviour as cells H11 and H13. Can you clarify why.	<b>29/03/2022</b> Cell H12 of the financial offer contains the following formula $SUM(D12+F12+G12)*C12$ . Line 12 concerns interim staff for function group II. The main difference between lines is that in case of this group function, the estimated number of staff needed is 2 instead of 1.
2	29/03/2022 14:52	29/03/2022 17:51	Food allowance	Is there a food allowance payment, if so, what is the value?	<b>29/03/2022</b> There is no food allowance provided by the contracting authority under the Tender Specifications.

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### Call for tenders questions summary

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#	Submission date	Publication date	Question subject	Question	Answer
3	31/03/2022 15:23	01/04/2022 12:56	Employee's Gross Salary	Over the 48 months may there be changes to the Gross Salary payable to employees? If yes, will there be a revision of the values to be invoiced?	<b>01/04/2022</b> As mentioned in point 1.4.8 of the tender specifications there are certain situations in which the gross salary can be subject to changes during the duration of the contract, as for example the changes of the correction coefficient for Portugal. These changes are always informed by the contracting authority and relates only to the gross salary paid to the interim worker and will not have any impact on the fee proposed by the tenderer in its tender.

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#	Submission date	Publication date	Question subject	Question	Answer
4	31/03/2022 15:22	01/04/2022 12:59	Employee benefits	Apart from the Salary, are there any other benefits/grants/values to be considered when paying the employee? If yes, what is the amount and how will it be invoiced?	<b>01/04/2022</b> As mentioned in 1.4.8 of the tender specifications, the contractor shall be responsible for the payment of all social security contributions required by law in respect of the employment of the interim agent/s supplied. Any such contributions which are legally mandated to the contractor - and not the interim agent - shall not be deducted from the gross interim agent salary. Also it is the contractor's responsibility to bear the cost of all the employer's social security contributions due under current Portuguese legislation. The contractor must bear the costs of all of the employer's social security contributions under the legislation in force for pension schemes, sickness/invalidity insurance (healthcare), sickness/invalidity insurance (allowances), unemployment benefit, accidents at work, wage moderation, asbestos fund, and special accident at work levy. In other words, the contractor is responsible for payment of all Social security contributions, and other contributions and obligations legally mandated to the contractor and not the interim staff (including but not limited to bonuses and allowances, etc). The amount to be invoiced is the gross monthly salary plus the costs of

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					gross monthly salary plus the costs of the employer covering all contributions and obligations legally mandated to the contractor and not the interim staff plus the contractor's monthly fee.

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