



21 August 2014

Clarification No 5

Reference: Open call for tenders No EEA/OSE/14/004

Title: Framework service contracts for the provision of IT consultancy services to the EEA and the European Commission (DG ENV and DG CLIMA) – 6 lots

Question 1

According to the Annex 1 – Tender submission form, the Envelope No.2 – Technical offer should contain all information requested under sections 7 and 11.3.1. Within the section 7 there is a request for CVs and the filled form from Annex 7 – Professional experience cross table. However, those CVs and the filled form from Annex 7 – Professional experience cross table are also part of the Administrative section (Envelope No.1).

Could you please confirm, that the offer will not be a subject of rejection, if in the Envelope No.2 – Technical offer the tenderer only include statement that he has sufficient amount of employees who possess all required knowledge and experience required by EEA as specified in section 7.2 of the Tender specifications with reference to the documentation in the Administrative section envelope, where the CVs and Annex are placed?

Answer 1

The supporting documents demonstrating the fulfilment of the requirements for the selection criteria on technical and professional capacity, among which the requested CVs and cross table overview (section 11.2.3, first bullet point, (i) and (ii)), shall be contained in Envelope No 1 – Administrative section of the tender as provided in section 2 to the tender specifications and the tender submission form, annex 1 to the tender specifications.

The information provided in section 7 of the tender specifications addresses the general services and tasks/deliverables to be provided as well as the mandatory requirements for performance of the contract, such as the minimum capacity level of professional experience required, and is meant to inform the replies to be provided in the technical offer. For the sake of a smooth and meaningful evaluation of the tender it is recommended to include clear references to any section or sub-section of the administrative section when they are used to illustrate replies in the technical offer.