



**EUROPEAN COMMISSION**

Directorate General for Education and Culture

Directorate Culture, Audiovisual policy and Sport  
Unit Audiovisual policy

Brussels, le 18/05/2004

**Minutes of the clarification meeting relating to the open tender procedure DG  
EAC/02/04 on 29/04/2004 concerning :**

Study on the economic and cultural impact, notably on co-productions, of territorialisation clauses of state aids schemes for films and audiovisual productions

Deadline to submit the offers: 15/06/2004

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Meeting chaired by the responsible administrator

**Opening of the meeting at 11h10**

With the agreement of all the participants, the meeting is opened and conducted in English.

**Introduction**

The Commission recalled two questions received by e-mail.

**First question**

Are there indications about the amount of the total budget for the project?

**Answer**

In order to assure full competitive conditions to the tender procedure, the Commission has decided not to indicate any reference to budget level.

Information on this issue can be found under:

- "Invitation to Tender" – point 8 "tender price"
- "Annex 5 – price and estimated budget breakdown" (to be filled by the candidates).

**Second question**

Concerning the tender dossier, is a request by e-mail valid or is it necessary to send it via fax to the Commission?

**Answer**

According to section I of the contract notice 2004/S 84-071312, published in the Official Journal, supplement S on 29 April 2004, the potential candidates can download the documents from the web site address

[http://europa.eu.int/comm/avpolicy/stat/studi\\_en.htm](http://europa.eu.int/comm/avpolicy/stat/studi_en.htm) or by requesting them at the e-mail address [avpolicy@cec.eu.int](mailto:avpolicy@cec.eu.int) . The request to participate follows the same procedure and can also be made via the postal address mentioned in section I. 4.

Candidates requesting the documents via e-mail will be registered in conformity with the procedure.

### **Questions asked during the Clarification Meeting**

#### **Question**

Is it possible to present an offer through a consortium?

#### **Answer**

The potential candidates are free to submit the most suitable team structure to achieve the objectives of the contract. The Commission will determinate on the basis of the offers the most competent contractor in respect of the “Specifications” (point 7, last paragraph) as well as the exclusion, selection and award criteria.

#### **Question**

Are the university organisations the only qualifying bodies which can submit an offer?

#### **Answer**

The tender is open to all legal entities and physical person fulfilling the criteria set in the tender dossier. No specific provisions are foreseen for Universities.

#### **Question**

In the Terms of Reference, section 5.1. (Personnel), the Commission asks for specific experience in the domain of economic and fiscal research. Are the required qualifications of a nature that only team members/candidates working at universities, or equivalent academic organisations, qualified to submit an offer?

#### **Answer**

The “Terms of Reference” do not restrict the circumstances where team members/candidates have developed their experience. Concerning in particular the experience in economic and fiscal research, the Commission indicated that academic research experience at postgraduate level can be considered as sufficient as well as research experience in the industry.

The Commission draws the attention on two points relating to the content of the Tender and the Terms of Reference:

- The presentation of a publication on “Public funding for film and audiovisual works in Europe” by the European Audiovisual Observatory was scheduled for 15 May 2004.
- The analysis referred to in 3.2. (Specific activities) A.6. of the Terms of Reference should cover the years 2002/2003 (instead of 2000/2003).

Closing of the meeting at 11h30