



EUROPEAN COMMISSION

DIRECTORATE-GENERAL FOR AGRICULTURE AND RURAL DEVELOPMENT

Directorate K. Relations with other institutions; Communication and Documentation
K.1. Internal and external communication

Brussels, **12 JUL. 2010**
NC(2010) 460021

**Subject: Request for additional information related to the Open Call for Tenders
"organisation of the Commission's participation in fairs and events".
Tender N° 2010/S 94-140252**

Dear Madam, Dear Sir,

Please find enclosed the answer of the European Commission to the question raised by a potential tenderer.

In view of improving the quality of the tenders and to ensure that all additional information is evenly distributed amongst the participants in the tendering process, this letter will be made available to all interested parties.

QUESTION :

Is there any chance that we can get a word or excel format for the price schedule (either the general or the test cases ones)?

ANSWER :

Yes, the entire tender specifications document in word format will be available on the website http://ec.europa.eu/dgs/agriculture/tenderdocs/2010/140252/index_en.htm soon.

QUESTION :

Can we get some information about the lorry used in test case 2 (dimensions, equipment)?

ANSWER :

There is no specific preference for the dimensions, however the lorry should be of the type which opens completely on one side, allowing the public (min 8 persons) to enter and participate in an activity and enough space to store at least two pallets of publications or give aways. It should allow the placement of a flat screen, connectable to computer. Both sides of the lorry, the fixed one and the one which opens (either in form of curtain, or a side 'wall' which is simply lifted up) should be able to have visuals placed on them for advertisement of the campaign while the lorry moves.

QUESTION :

Test case 2 point 11 – we read the total surface of 50 m2 for both stand and lorry, can you split the dimensions?

ANSWER :

Tenderers are free to propose their own split of dimensions. As stated above, the visuals for the lorry should be placed on the sides of the lorry.

QUESTION :

Position 8.1.1 refers to a written statement, which in case of an undertaking the entity will place financial and technical resources at disposal of the Tenderer, shall be enclosed to the covering letter. Should this statement be enclosed at this very moment with our offer or shall it be sent to you as soon as the contract has been signed?

ANSWER :

This statement has to be part of the administrative dossier of the tender.

QUESTION :

Position 8.2.3.1 and position 8.2.3.2 (5) refer to a written statement of the entity/entities the Tenderer relies on, that they will place such resources at its disposal with proof of such financial capacity. Do you refer to possible subcontractors as "entities"? Do our subcontractors have to enclose such statement at this stage of application?

ANSWER :

Any entity including subcontractors have to provide such a statement at the time of the tender if the tenderer has to rely on them in order to meet the selection criteria (financial and/or technical).

Please note that any information, questions or observations, of whatever kind, contained in this correspondence can in no way be regarded as a commitment on the part of the Commission. No binding commitment will be entered into until after completion of the procurement procedure, with the signing of the relevant contract.

Yours faithfully,


Hans-Erwil BARTH,
Head of Unit