

No.	Clause	Query
Tender Specifications		
1	I.2	<p>“The Contractor shall be able to propose experts in...security...”.</p> <p>Is a dedicated security expert required and, if so, with what scope of expertise?</p> <p>The security requirements are detailed in chapter IV.2.3 on page 23 : 'Candidates must provide evidence of their experience and ability to comply with security instructions, as described in the draft European GNSS Project Security Instructions document (PSI) attached to this invitation to tender'</p> <p>Chapter IV.2.3 continues : 'Selection criteria in the security field are described in REQ1, REQ2, REQ3, REQ4 below, without prejudice to CON1'.</p> <p>Not all members of the candidate consortium need to have security clearances.</p> <p>Only the member(s) with a need to handle classified information need to have the clearances.</p>
2	I.2	<p>Experts and networks of experts:</p> <p>I.2 “The Contractor shall submit for approval by the Commission the list of experts...”. “...it will also have access to different [external] networks of expertise...”</p> <p>I.2.3 “...specific order forms [from the EC] to the Contractor which will specify in more detail the content, the inputs, the expertise required, the names of experts in charge of the tasks to be performed...”.</p> <p>IV.2.2 “The Contractor shall submit for approval by the Commission the list of experts and the list of networks of expertise that will be proposed through this contract to perform the activities required in the statement of work.”</p> <p>Are the networks of experts to be provided by the Contractor, or by the EC but for the Contractor to coordinate / liaise with?</p> <p>It is the contractor who must have access to the different networks of expertise. The EC will not provide a list of networks.</p> <p>Does the Client (EC) or the Contractor specify which of the experts lead each Work Package 2 task? (I.2.3).</p> <p>It is the contractor who specifies which experts will lead each workpackage. In coordination with the Commission, the distribution of experts over the different tasks may be fine-tuned in the run-up of or during the performance of the tasks.</p>

3	I.3.3	<p>Is there a limit on the number of pages in the (a) tender submission as a whole and (b) technical proposal specifically?</p> <p>No</p>
4	II	<p>“Any limitation, amendment or denial in terms of contract will lead to automatic exclusion from the procurement procedure.”</p> <p>If we submit a compliant bid, is it acceptable to also submit a non-compliant bid?</p> <p>Only compliant bids will be considered for the evaluation. You may however propose additional options for possible discussions during the contract performance.</p>
5	II.2	<p>“Guarantee on pre-financing”.</p> <p>What is the pre-financing guarantee?</p> <p>For all amounts above €100.000 that will be pre-financed by the Commission at the time of (or shortly after) contract signature the contractor must provide a financial guarantee equivalent to that amount in order to ensure full performance of the contract and limit the financial risks connected with payment of pre-financing. Guarantees shall be supplied by a bank or an authorised financial institution.</p> <p>(see also Article II.4.1 of the General Conditions in annex 5 Draft Framework Service Contract).</p>
6	II.3	<p>Does only the main Contractor have to submit a completed Annex 3 Legal Entity Form, or must subcontractors also provide one?</p> <p>Only Contractors.</p>
7	III.2	<p>“All tenders must include three sections ie, an administrative proposal, a technical and a financial proposal.”</p> <p>Are these to be in one document or three separate documents?</p> <p>One document with three headings.</p> <p>There is additional information required by section IV which is not specified in III.2. We propose to include technical and professional capacity information in the Technical Proposal and the financial and economic capacity information, completed Annex 4 declaration form and security related information in the Administrative Proposal. Is this acceptable?</p>

		Yes.
8	III.2.2	<p>“...should include models, examples and technical solutions to problems raised in the specifications.”</p> <p>For the programme management aspects of this tender does this mean provide our proposed approaches and methodologies to each task listed in section I.2.1 against the two work packages?</p> <p>Yes.</p>
9	III.2.3	<p>“The price for workpackage 1 is fixed and includes all travel expenses and other duties. Tenders shall provide this price, quoted for one year and valid also for the possible yearly extensions of the contract.”</p> <p>Notwithstanding this clause, is there an annual inflation allowance for fee rates and, if so, what is the mechanism for this?” For example, can we quote different fee rates for each year?</p> <p>No. According to Annex 5 Article I.3, prices shall be fixed and not subject to revision for implementation during the duration of the Contract.</p> <p>Our Work Package 1 quotation is based on 1100 man days, for one year. Can the fee be increased or reduced if greater or fewer than 1100 days input are required?</p> <p>The price of WP1 is fixed and cannot be increased.</p>
10	III.2.3	<p>“For each category of staff involved in this work package [work package 1]...”.</p> <p>What are the categories, or are they to be specified by the tenderer, based on factors such as expertise, level, nationality and day rate?</p> <p>Yes, in WP1 the tenderer has to specify the different staff category which normally vary according to experience, level etc. In WP2 however, you must give only one price/person/day multiplied by 500 days.</p>
11	III.2.3	<p>“It is considered that all experts involved in workpackage 2 will be paid at the same fee, which includes all duties and assistance that the Contractor shall provide to them, like assistance by junior experts.”</p> <p>Please clarify how it is envisaged that the rates would be worked out. Are we required to have one rate for all staff on workpackage 2? Furthermore, are we required to incorporate the cost of more junior staff into the rates for the</p>

		<p>named senior members of staff?</p> <p>Since the number and details of the tasks under WP2 are not (yet) fixed, you must give only one (indicative) price/person/day multiplied by 500 days. In case experts of different levels will be involved, this can be an average price.</p> <p>Would it be acceptable to provide rates for all staff to be involved in the work and then to operate on an open book basis? We believe this would be a more transparent and economic approach given the variable nature of work under workpackage 2.</p> <p>For the tendering phase your offer will be compared to other offers on the basis of the exclusion, selection , and award criteria as well as the ratio quality/cost. We can therefore not work on an open book basis during the tendering phase.</p>
12	IV.1.3, item 1	<p>“Where the tenderer is a legal entity, they shall, wherever requested by the Commission, provide information on the ownership or on the management, control and power of representation of the legal entity.”</p> <p>For the purposes of this tender, is this requirement satisfied by provision of the completed Annex 3 and supporting documents required by clause III.2.1, ‘Legal entities’?</p> <p>In addition to Annex 3, the Commission may request additional information and clarifications on ownership, control and power of representation.</p>
13	IV.2.1	<p>“This rule applies to all service providers, regardless of the percentage of tasks they intend to execute, once they have chosen to submit a tender. However, if the tender includes subcontractors whose tasks represent less than 20% of the contract, those subcontractors are not obliged to provide evidence of their economic and financial capacity.”</p> <p>Please clarify this clause. For which of the following tendering consortium members must a tender include evidence of economic and financial capacity:</p> <p>(a) subcontractor whose tasks represent less than 20% of the contract</p> <p>No</p> <p>(b) subcontractor whose tasks represent more than 20% of the contract</p> <p>Yes</p> <p>(c) full consortium member whose tasks represent less than 20% of the</p>

		<p>contract</p> <p>Yes</p> <p>(d) full consortium member whose tasks represent more than 20% of the contract?</p> <p>Yes</p>
14	IV.2.2	<p>“The pool of high profile experts or expert organisations proposed by the Contractor shall be independent from the various industrial actors.”</p> <p>In order for us to be able to respond confidently and thoroughly to this requirement, please list the organisations which you require us to be independent from and define ‘independence’ in the context of this tender.</p> <p>There is no list of organisations.</p> <p>Independence from industrial actors means that the entity should abstain from providing advisory services to operators involved in the procurement activities in the frame of the European GNSS Programme.</p> <p>It may not participate in one of the bidding consortia for the building of the GNSS infrastructure, it may not act as councillor or advisor or consultant for one of the bidding consortia, does not have cooperation agreement with one of the bidders, can therefore take positions which could be against the interests of the industrial partners building any of the six segments.</p> <p>It may not have one of the industrial partners involved in the bids for the infrastructure as share holder in its financial scheme.</p> <p>Is it sufficient for us to not be part of any of the Galileo delivery consortia ?</p> <p>Yes. Or is it more stringent; for example, no current contracts or relationships with any of these organisations even when not related to the Galileo programme? No.</p>
15	IV2.2	<p>“The Contractor shall provide evidence of at least 10 years experience in high-level strategy analysis and management of large infrastructure project.”</p> <p>Is this a typographical error; can the 10 years experience be across a number of programmes rather than a single programme?</p> <p>Yes, it can be across a number of programmes. As indicated on page 22, 'The Contractor shall be able to propose experts with demonstrated experience of at least 10 years in programme management and organisation, in strategic decision-making, in market development, in finance, in satellite navigation technology, in risk management, in legal matters, security and in</p>

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