

**Call for Tender VT/2015/031**  
**Questions and answers**  
**last updated on: 31 August 2015**

*Q1: Will there be an opportunity to ask questions related to this tender request?*

A2: There is an opportunity to ask questions related to the tender, with the applicable conditions stated under point 9 of the contract notice, which is published on the same website as the tender specifications

(<http://ec.europa.eu/social/main.jsp?catId=624&langId=en&callId=454&furtherCalls=yes>) "the contracting authority may provide additional information solely for the purpose of clarifying the nature of the contract", and "The contracting authority is not bound to reply for additional information received less than five working days before the final date of submission of tenders." The final date for submission of tenders for the open call VT/2015/031 is 04/09/2015. Therefore the final date to submit questions is the 30 August 2015

*Q2: Why for some of the agents the impact assessment needs to be revised? Is this to take account of any additional assumptions (eg no impact if national limits already exists that are at or below the proposed limits) or is this due to issues with the methodology used before?*

A2: As stated in the title of the tender specification for the call for tender VT/2015/031, this is a "study to collect **updated** information for a limited number of substances with the view to analyse the health, socio-economic and environmental impact in connection with possible amendments of Directive 2004/37/EC ....".

In addition, and as also stated in the above mentioned tender specification, the impact assessment has to be performed in line with the new Commission's Better Regulation Guidelines ([http://ec.europa.eu/smart-regulation/guidelines/toc\\_guide\\_en.htm](http://ec.europa.eu/smart-regulation/guidelines/toc_guide_en.htm)) and its Toolbox ([http://ec.europa.eu/smart-regulation/guidelines/toc\\_tool\\_en.htm](http://ec.europa.eu/smart-regulation/guidelines/toc_tool_en.htm)) adopted on the 19/05/2015.

Finally, the same tender specifications also mention that "specific impacts such as on SMEs and on the competitiveness of the EU need to be given particular attention".

It is mentioned in the tender specifications that no impact need be calculated in cases where a national OEL is the same as proposed limit value - in such cases it is assumed that there is no impact at national level. There may however be other impacts – for example in other Member States, on SMEs, or on the competitiveness of the EU as a whole if such an OEL were introduced in Annex III to the Directive.

*Q3: How strict is the following eligibility criteria?*

*Tenderer must prove experience in the field of performing an impact assessment similar to the requirements of the Commission's Better Regulation Guidelines and its toolbox with at least 3 projects delivered in this field in the last three years with a minimum value of each project of €300,000).*

A3: The Commission's Better Regulation guidelines and the toolbox have only been published on 19/05/2015 – therefore the tenderer can only provide evidence that he/she has **similar** experience in the field of performing an impact assessment to the requirements of the Commission's Better Regulation Guidelines and its toolbox. Evidence for at least three projects in this field in the last three years needs to be provided.

Q4: *How strict is the following eligibility criteria?*

*With regard to experience working in 4 languages with at least 3 projects, does this require prove that documents are produced in 4 different languages or that we dealt with information delivered to the consortium different languages?*

A4: Experience with regard to working in four languages refers to the capability of the tenderer to deal with information available in four different languages.

Q5: *We will probably have some further questions, so if there is a single deadline for question than I will submit all our questions in one document.*

A5: There is no single deadline for submitting questions. However, the final deadline is 30 August 2015 (see also the answer to Q1).

Q6: The tender specifications mention that all partners will need to provide an appropriate statement from banks. What is mean with this?

A6: According to point 13.1 of the tender specifications, the tenderer (or the consortium) must prove that the turnover of the last two financial years is above € 1,500,000. In order to prove it, some documents should be provided, among others appropriate statements from banks.

Q7: As proof of the technical and professional capacity, it is requested to provide certificates of satisfactory execution. If such information is currently not collected by the tenderer would other evidence (e.g. payment of final invoice from a project) be accepted?

A7: As proof of the technical and professional capacity (criteria under 13.2 a) and b), it is requested to provide a list of relevant services provided in the past three years, with sums, dates and recipients, public or private. In addition, only the most important services shall be accompanied by certificates of satisfactory execution, specifying that they have been carried out timely, in a professional manner that objectives have been achieved and have been fully completed.

Q8: According to the formula on page 27 of the Tender Specification, the final score of the tender are calculated according to the following formula: .A weighting of 70% / 30% is given to quality and price. What does that exactly mean?

A8: This formula means that the total points scored for the award criteria are multiplied by 70/100 (70%), the price of the offer is multiplied by 30/100 (30%), and then the first result (quality score) is divided by the second result (price score) to arrive at the overall score. In this way, the quality of the offer is given more weight than the price of the offer.