



**EUROPEAN COMMISSION**

Employment, Social Affairs and Equal Opportunities DG

Equality between Men and Women, Action against Discrimination, Civil Society  
Action against Discrimination, Civil Society

012940 08.07.2009

Brussels,

G/4 – GB/DvdB - D(2009)14932

**CALL FOR TENDER VT/2009/005 "Support for voluntary initiatives promoting diversity at the workplace"**

**Subject: Clarification request nr. 1**

**Questions**

1) Concerning the tasks 1-3, please clarify:

- Should all mentioned tasks be realized in the first contractual year?
- Shall all reports be distributed amongst the public or just be for internal Commission usage?

2) Concerning the project team, please clarify:

- Is it possible to suggest an external expert that will fulfill the criteria mentioned on page 20 for the coordinator/project?

3) Concerning the pan-European platform, please clarify:

- Must a supporting website for the European Exchange program be hosted on the Europa server or is the tenderer free to choose the hosting?

**Answers**

1)

- All tasks shall be realized in the first contractual year except those described on page 13 of the terms of reference (2<sup>nd</sup> paragraph starting with 'In case the contract is renewed...').
- The Commission will decide on the final use of the reports once submitted by the contractor and agreed upon by the Commission.

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2)

- An external expert fulfilling the criteria mentioned can be suggested. As stated on page 21 of the terms of reference, letters of commitment signed and dated by all persons external to the bidder's organisation stating their commitment to be involved in the implementation of the contract in case the bid should be successful, shall be submitted.

3)

- The terms of reference state on page 8 that the contractor shall prepare the contents of relevant information to be put on the European Commission's "For Diversity – Against Discrimination" website.



Fay Devonic  
Head of Unit



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Brussels, 013597 15.07.2009  
G/4 – GB/DvdB - D(2009)15616

### **CALL FOR TENDER VT/2009/005 "Support for voluntary initiatives promoting diversity at the workplace"**

**Subject: Clarification request nr. 2**

#### **Question**

Please clarify on subcontracting. Which documents have to be submitted by a party foreseen as subcontractor.

In the Terms of reference there is no specific chapter concerning this issue. Do the same rules apply as for groupings ?

#### **Answer**

A grouping of economic interest can take several forms, for example : consortium, association, subcontracting.

The terms of reference mention the documents to be presented for tenders submitted by groupings, more specifically with regard to the exclusion and selection criteria.

Bidders intending to submit an offer together with subcontractors should present the documents as asked for in the terms of reference.

  
Fay Devonic  
Head of Unit