

Questions and Answers

Open Call for Tender VT/2012/0039 "Providing targeted advice on ESF support to apprenticeship and traineeship schemes"

1. The Terms of Reference do not specify whether sub-contracting is permitted. Can you please confirm that sub-contracting is permitted?

Sub-contracting is permitted, in accordance with Article II.13 of the model contract.

2. Furthermore, the Terms of Reference and the annexes do not clarify whether sub-contractors with a certain share of the contract have to provide specific administrative information (other than CVs). From our experience sub-contractors with more than 10% share of the total contract value have to provide additional information (usually in an annex).

Additional information concerning sub-contractors is not indicated in itself in the Terms of Reference. However, this information will be indispensable during the evaluation of the tenders (see point 15 of the Terms of Reference: Tenders must include all information and documents necessary to enable the Commission to appraise the bid on the basis of the selection and award criteria).

3. It is our understanding that the selection criteria apply to the main contractor (i.e. we do not have to provide balance sheets etc. of sub-contractors);

The documents requested under selection criteria a) Economic and financial capacity applies only to the contractor and consortia.

4. The criteria on the technical capacity do not refer to sub-contractors – only consortia. Does that mean that other than CVs of staff no other information is required?

As concerns selection criteria b) Professional and Technical capacity, if all services cannot be provided by the contractor without subcontracting part of the work, this should be mentioned, clarified and justified in order to allow the evaluation committee to take this into consideration.