

Invitation to tender No. ENER/C2/2012/420-1 concerning

High Biofuel Blends in Aviation

Questions and answers raised for the tender

Question 1:

I'd be very grateful to receive full details of the recently issued tender on expertise on biofuel blends (copy below).

Answer:

You can find all the information related to this tender at this Europa web-address:

http://ec.europa.eu/dgs/energy/tenders/index_en.htm

Question 2:

Task 2 the contractor to carry out lab tests on selected turbine(s).

There will be a cost associated with this stage, which is not just a manpower cost. (The other tasks are "studies" or "presentations" so they focus on manpower alone).

The basis for the cost estimate is 1300 man days but I do not see any estimate of equipment costs which will be important for this task 2.

Please can you advise if there is any guidance being given on the scope of the physical tests, which would help us determine project costs?

Answer:

In tenders that may require technical and experimental work it is impossible for the Commission to give details on specific equipment costs since different parties may have different in house technical and experimental capabilities and/or access to laboratories, testing facilities, apparatus or equipment.

In such cases the Commission provides a maximum estimate on the basis of mandays and it is up to the prospective tenderers to translate their costs related to technical and experimental work needs into an equivalent number of mandays. The remaining number of mandays is then used for manpower for studies, travel and presentations.

Question 3:

There seems to be a discrepancy between two of the documents with regard to dates:

- The document headed B-Brussels: high biofuel blends in aviation 2012/S 111-183498 gives a time limit for receipt of tenders or requests to participate of 19.7. 16:00.
- The invitation to tender No. ENER/C2/2012/420-1 states that tenders must be "... dispatched not later than 27/07/2012".

According to the first document we have until July 19th to make the submission, whereas according to the second document we have until the 27th. However, only one date can be right. Or do I misunderstand something? This is the first time I work on an EU tender so I am not familiar with how things work.

Answer:

There is a difference, the first deadline of 19.7 is to request information and raise questions to the Commission.

The second concerns the submission of the tender to the Commission.

Thus if you have any questions or need for clarifications please send them to the Commission before 19/07/2012.

If you plan to submit a tender please ensure that it is submitted as specified in the Invitation to Tender not later than 16.00 on 27/07/2012.

Question 4:

According to III.1 of the tender specifications tenders must be submitted in triplicate written copy as well as a copy on a CD-Rom. Would it be acceptable to use an USB stick instead of a CD-Rom? Our computers are no longer equipped for writing on a CD-Rom.

Answer:

Yes, this would be acceptable.

Question 5:

Is it only the tender itself that must be submitted in triplicate plus an electronic copy, or also the attachments (Annex 1 to 4, and the accompanying documentation). We would document our financial status by our annual reports for 2009 to 2011, and if we submit these in triplicate the shipment will be rather heavy.

Answer:

All documents need to be submitted in triplicate, including all attachments and annexes.

Question 6:

The tender documents contain Annex 6, which is the draft service contract. Do we already need to fill this out and sign it as part of the tender? Or is this at the moment only for information about the terms of the contract should we win the tender?

Answer:

Annex 6 is only for information about the terms of the contract. It will be completed only if you will win the tender.

Question 7:

We plan to submit the tender as a joint tender with a second partner giving us power of attorney. There may however not be the time for our partner to finish all documents and mail them to us, us to receive them and include them in our submission documents. Would it be acceptable for our partner to send these documents (Annex 1 to 4, plus the accompanying documentation) separately to the EU, referring to our submitted tender?

Answer:

It is possible to submit your tender in two separate envelopes sent each by a separate legal entity. This upon condition that the packages allows to identify that they belong to the same offer and that the content does not leave any doubt concerning the composition of the consortium and the will of the legal entities to participate in the tender. All packages must be delivered to the specified address in the Invitation to Tender before the deadline of the Tender.

Question 8:

We have another question regarding I 1.2 of the tender specifications. Under General activities – information and Communication it is stated that “Information and Communication activities should comprise the maintenance of a dedicated web-site and of a shared knowledge database.” Does this mean the contractor has to create a new dedicated web-site specifically for this project? Or does the website already exist at the EU, and the contractor only has to maintain the project relevant section of it? The latter would of course be a lot cheaper than the first.

Answer:

Answer 5: The contractor has to create a new dedicated web-site.