Question 1:
"The specification mentions an Annex 4 template in MS Word for the study but this is not on the website. Is it the same as the Annex 4 docs under other Study ITTs? Must tenders use this format or is it optional?"

Answer 1:
Annex 4 concerns the graphic requirements regarding the study. It has been uploaded on this webpage.

Question 2:
In the tender specifications section 3.2 is missing. However, section 3.2.1. refers to section 3.2.

Answer 2:
Regarding 3.2 there is a typing error. 3.2.1. and 3.2.2 should be read as 3.1.1 and 3.12 and the reference made "as described in paragraph 3.2" should read "as in paragraph 3.1.

Question 3:
Can you clarify on page 7 of the Specification regarding the team profiles: can the Expert in Piracy or Project manager also do data collection or are you anticipating a separate team of two data collectors?

Answer 3:
There must be an Expert in Piracy and a Project Manager. The Team for data collection can be composed of both of them if they fulfil the requirements (collectively the team of 2 people should have knowledge of any of the official languages of the EU and proven experience of 2 years in data collection techniques)

Question 4:
As regards the call for tender No MOVE/A4/2013-339-1, could you confirm that I can apply as a natural person and that a new legal entity can be created in case of award?
For the registration data, do I leave out the VAT number and other legal entity data?
Question 5:
Can the DG XXX apply for this call for tender?

Answer 5:
Yes

Question 6
Can a natural person apply for this project?

Answer 6
Natural persons can participate in this tender. It is up to you to decide if you want to apply, taking into account that a natural person can only be selected if it he/she fulfils the non-exclusion and selection criteria and is ranked first in the award criteria, as stated in the tender documentation.

Question 7:
The links to the following forms are not available:

Legal Entity Form:
http://ec.europa.eu/budget/contracts_grants/info_contracts/legal_entities/legal_entities_en.cfm

Financial Identification Form: http://ec.europa.eu/budget/contracts_grants/info_contracts/index_en

Therefore, please provide these forms via email.

Answer 7:
The annexes 1-3 of the tender specifications in word format are published on MOVE Europa website.
Question 8:

We are considering submitting a tender for the above contract. Paragraph 3.1 of the Call for Tenders notes that the ‘project’ involves the provision of collated information to the European Commission on a daily basis. Is the daily provision of this intelligence product a contract requirement or is this contract a ‘study’ (involving various reports and presentations) that, among other things, must provide recommendations on a system to provide this daily product in the future?

Answer 8:

The tender specifications are clear; please read them, it is a requirement.

Question 9:

Please can I request details of the format required for your tender submission as detailed in the subject.

Answer 9:

The tender specifications are clear regarding the documents to be included; however, there is no specific format in the sense of layout.

Question 10:

Our legal department would like to rephrase/change some of the conditions written in the service contract model, therefore I would like to know if we need to include our considerations in the proposal or once the contract will be awarded do you give the opportunity during a period of time to make comments on the service contract model before signing it.

Answer 10:

In this respect, the section 7 of the Invitation to Tender applies. By submitting a tender, the tenderer accepts all terms and conditions of tender documents, including the terms and conditions of the draft service contract.