

CLARIFICATION no. 3

Procurement procedure CEPOL/PR/OP/2016/001 – Multimedia support services to CEPOL communications activities

Answers to questions sent by potential tenderers

No.	Question	Answer
1	I would appreciate if you could clarify some points in the tender documentation. Financial proposal (ANNEX III.) Page 2 item 1 – Brochure Is the format A4 or B5?	Both
2	Page 2 item 2 – Leaflet Is the format A5 or B5?	Both
3	Page 2 item 3 – Poster Is the format A3 or A2?	Both
4	Page 2 item 4 – Prezi Could you please specify volume of Prezi? How many slides in average we can count with?	Between 5 and 20

No.	Question	Answer
5	<p>Page 3 item 5 – PowerPoint presentation</p> <p>Could you please specify volume of PowerPoint presentation? How many slides in average we can count with?</p>	<p>Between 5 and 25</p>
6	<p>Page 3 item 7 - E-book</p> <p>Could you please specify size of the e-book?</p> <p>Is the proof-reading of the text is part of the task?</p> <p>Do we have to integrate fee of the software part of the proposed price as well?</p>	<p>Between 50 and 200 pages</p> <p>No</p> <p>Yes</p>
7	<p>Page 5 item 17 - DVD</p> <p>For how many copies should the proposed price per piece apply?</p>	<p>Starting from 10 copies.</p>
8	<p>1. Regarding the tender specification we have a question regarding subcontractors.</p> <p>In the „E.2.2. DOCUMENTATION / INFORMATION TO BE PROVIDED” section (page 37) the specification says:</p> <p><i>If the tenderer relies on the subcontractor(s) in order to meet the selection criteria, as specified in Section B.6.2. the following</i></p>	<p>If the tenderer meets the criteria (B.6.2.1 Economic and Financial Capacity) the subcontractor does not have to fulfil the criteria.</p> <p>If the tenderer does not meet one or more criteria, it can be rely on a third party to fulfil it. The tenderers may, where appropriate and for a particular contract, rely on the capacities of other entities, regardless of the legal nature of the links which it has with them. It must in that case prove to CEPOL that it will have at its disposal the resources necessary for performance of the contract, for example by producing an undertaking on the part of those entities to place those resources at its disposal. CEPOL</p>

No.	Question	Answer
	<p><i>documentation must be provided for each subcontractor on whose capacities the tenderer relies on:</i></p> <ul style="list-style-type: none"> • <i>Documentation related to the economic and financial capacity, as specified in Section B.6.2.1;</i> • <i>Documentation related to the technical and professional capacity of the subcontractor (documentation to be provided to the extent of the activities that will be subcontracted), as specified in Section B.6.2.2.</i> • <i>Documentation related to the authorisation to perform the contract under national law, as specified in Section B.6.2.3;</i> <p>- If the tenderer selects a subcontractor in order to fulfil the selection criteria, shall the subcontractor fulfil criteria listed in B.6.2.1 as well (e.g. “the tenderers average yearly turnover for each of the last three financial years for which accounts have been closed should be at least 45,000 EUR per year”)? If the tenderer itself meets this criterion (B.6.2.1 Economic and Financial Capacity) shall the subcontractor still fulfil the same?</p> <p>- If the subcontractor has subcontractor as well for a part of the services, shall the latter fulfil B.6.2.1 as well?</p>	<p>may require that the tenderer and the entities referred above are jointly liable for the execution of the contract.</p>

No.	Question	Answer
9	<p>Regarding the Financial proposal (Annex III.) we have the following questions:</p> <p>Ref.5. How many PowerPoint slides do you mean?</p>	<p>Between 5 and 25</p>
10	<p>Ref. 15. What do you mean by photojournalistic report (format, size etc.)?</p>	<p>A photojournalistic report is a publication that contains mainly photos to report news stories in the format of a newsletter or magazine or newspaper.</p>
11	<p>We have legally formed a company two years ago. So we don't have 3-years financial history which is required by the tender specification. Can we use our 2-years old company or should we form a consortium of natural persons?</p>	<p>If the tenderer does not meet one or more criteria, it can be rely on a third party to fulfil it. The tenderers may, where appropriate and for a particular contract, rely on the capacities of other entities, regardless of the legal nature of the links which it has with them. It must in that case prove to CEPOL that it will have at its disposal the resources necessary for performance of the contract, for example by producing an undertaking on the part of those entities to place those resources at its disposal. CEPOL may require that the tenderer and the entities referred above are jointly liable for the execution of the contract.</p>