



## OPEN INVITATION TO TENDER

AO/RPA/GRUSSO-ABARA/Narrative learning transitions/015/11

‘Learning for career and labour market transitions – individual biographies’

### REQUEST FOR CLARIFICATION Nr. 2 (RS/PRO/CALU/2011/0824)

One participant to the call has requested the following clarifications:

#### Question 1 from the participant:

In case we count on one or more subcontractors that will undertake each less than 10% of the total work by value, should we mention them in the offer? Where? Are they supposed to submit any official document (turnovers, Annexes C, G and/or J,...)?

#### Cedefop clarification 1:

As per point 4.2 of the Tender specifications, " The tenderer must clearly indicate:

- the identity of those subcontractors only undertaking between 10% and 40% of the work by value,
- the identity of each and every subcontractor if the total subcontracting is above 40% of the work by value, independently of his contribution to the work by value.

For each subcontractor, **identified as per any of the above two bullet-points**, the tenderer should submit with the offer:

- the Declaration on exclusion criteria and absence of conflict of interest (Annex C) filled-in and signed by the respective subcontractor;
- the required documents to show the **economic/financial and technical/professional** capacity of the subcontractor as described in points 3.2.1 and 3.2.2; Each subcontractor should also fill in the Annex G.
- the Form in Annex J (Model of Letter of Intent for Subcontractor/s) duly filled-in and signed by each respective subcontractor, stating his unambiguous undertaking to collaborate with the tenderer if the latter wins the contract. Also should be stated the roles, activities and responsibilities of the subcontractor(s) and the extent of the resources that the respective subcontractor will put at the tenderer's /contractor's disposal for the performance of the contract.

N.B. The subcontractor(s) (if any) have to provide the documents to prove their capacity only for the parts of the contract that are relevant to them. The evidence provided will be checked to ensure that the tenderer with the subcontractor(s) altogether fulfil the criteria. "

Should each subcontractor undertake less than 10% and total subcontracting be less than 40%, the Tenderer is not requested to submit any of the above noted documents. He is however requested to submit all CVs of the research team proposed. It is also up to the tenderer to present his tender in the most appropriate manner he sees fit.