

Thessaloniki, 09/07/2012
RS/PRO/YSIRAK/2012/0450**INVITATION TO TENDER AO/RES/ASAIN/Recover-Phase 2/009/2012****'Audio-Visual & Conference Infrastructures Systems' Delivery, Installation, & Supporting Services'****CLARIFICATION (1) – QUESTIONS AND ANSWERS**

Dear Madam/Sir,

In regards to the above mentioned Open Tender Procedure please find below the answers of Cedefop to the requested Clarifications, which were raised by one potential tenderer:

Question 1:*Annex K Technical Specifications & Compliance Evaluation Grid, Article 4.2 A.2:*

As we were informed by Bosch, module LBB1287 is no longer available, and SM30 series is in End Of Life status, since 2005. We recommend:

1. The release of an output from the existing module LBB1287, with the unification of two existing zones (indicated by you) in one, and
2. After release of the output then the installed speakers will be driven by the available LBB1287 output with its existing amplifier, as one zone. Volume controllers with priority, for each hall, will be installed for the independent adjustment of music volume, one for each room.

Could you inform us if you consider this to be an acceptable solution?

Cedefop Answer to Question 1

We consider your solution technically correct and hence acceptable, i.e. sparing an output of the existing module by bundling together some other zones and using it to drive the 3 rooms as one zone as it is.

Question 2:*Annex H Financial Proposal:*

According to your requirement we must complete the tender's financial table as it is presented in Annex H.

Index	Description	Reference	Quantity				Unit Price	Price	Subtotals
			EUROPA	MONTESSORI	EMILE ROUSSEAU	Total			
A)	AUDIO INSTALLATIONS	§ 4.2.A							
A1.	Reinforced Sound Design for Europa Room	§ 4.2.A1							
1.1	Design and Implementation package	EASE	1	---	---	1	- €	- €	
1.2	New equipment, required by the tendered sound design		1	---	---	1	- €	- €	
1.3	Cabling, new or re-arrangement of existing		1	---	---	To be included in D2. below		---	

Using this format, there is no column for proposed Manufacturer and Model Type. Please let us know if it is acceptable to include two additional columns as follows:

Index	Description	Propose- Manufac- turer	Model Offered	Re f e r e n c e	Quantity				Unit Price	Price	Subtotals
					EUROPA	MONTESSORI	EMILE ROUSSEAU	Total			
A) AUDIO INSTALLATIONS					§ 4.2.A						
1.1	HD High-Speed Dome Camera			(a)							
1.1.1	Dome Camera XXXXX	yyyy	zzzz		3	---	---	3		- €	- €
1.1.2	Dome camera base XXXXX	aaaa	bbbb		3	---	---	3		- €	- €
1.2	Camera PTZ Remote Controller			(b)	1	---	---	1		- €	- €
1.2.1	Camera PTZ Remote Controller				---	---	---	---		---	---

Additionally, one requested item (i.e. 1.1. HD High-Speed Dome Camera) may be composed of two or more model types (i.e. 1.1.1. Dome Camera xxx and 1.1.2. Dome camera base xxxx). The required quantities per room will be allocated to each individual item and the unit price shall refer to every single item OR the requested item will be presented as a separate article that consists of different items and the unit price will be the price of the whole article?

Cedefop Answer to Question 2

- a) All technical characteristics of the proposed equipment which are crucial for the evaluation are requested in Annexes K and L. The tenderers should add a full description of the proposed equipment (including model, manufacturer etc.) in the Technical Proposal. Please note that Annex H should not be modified.
- b) The price for item 1.1. HD High-Speed Dome Camera should be all inclusive, that means it has to include all necessary parts which compose the item (i.e. base).

Question 3:

Annex H Index E1 Preventive Maintenance:

We would like to clarify your requirements concerning spare parts for the preventive maintenance. As it is mentioned in ANNEX H, Index E1 Preventive Maintenance (for 3 years after warranty period) should include: Labour + Spare parts, software upgrades etc. per year. As we understand, this means that if a failure will be noted during the preventive maintenance this should be repaired without charging the required spares, i.e. we should proceed also to a corrective maintenance. Your requirements are referred on sections:

5.4.4 Consumable Items & Spare Parts

A pricelist of anticipated spare parts shall be provided for maintenance use after the expiry of the warranty period. The selected contractor shall ensure availability of sufficient mission critical spare parts for seven (7) years according to European Union regulations. When replacement items must be procured the repair period shall be no longer than five (5) working days from initial call by Cedefop to the contractor.

5.4.5 Preventive and Corrective maintenance

The labour for corrective maintenance (i.e. rectifying faults or defects) and also that for small scale modifications and upgrades shall be included in the annual lump sum offered for maintenance beyond warranty period (see §2.1). Any necessary spare parts could eventually be charged separately only after Cedefop's approval.

Could you clarify what to include as far as spare parts in the preventive maintenance article E1?

Cedefop Answer to Question 3

Consumables: It is up to the tenderer to define which consumables of the proposed technical equipment, will not be covered by the warranty. Any item not included in the list, should be covered by the warranty.

Spare parts: Within the warranty period, any spare parts should be provided by the contractor at no additional cost for Cedefop. Additionally and depending on the proposed technical

equipment, the tenderer should propose a pricelist of anticipated spare parts for maintenance use after the expiry of the warranty period.

Question 4:

Tender Language (page 1):

According to the 'Open Invitation to Tender' we may submit our proposal in any of the official languages of the European Union.

Following your suggestion we will submit our proposal in English. Please note that many of the supporting documents (by Greek Authorities) are in Greek, e.g. Annex D, Legal Entity Form and the necessary documents (gazettes, company professional registration, etc). Please clarify, if these and other similar documents are accepted in Greek?

Cedefop Answer to Question 4

Yes, it is acceptable that the supporting documents be in the language of the country, where the tenderer is established. Point 1 of the Invitation to tender states that “*Tenders should be submitted preferably in English, but in any case in one (or in any) of the official languages of the European Union*”

Question 5:

Technical & Professional capacity (page 47):

Regarding the team of experts, the Project Manager & the Specialist should own university degree in Audio-Video and/or conference infrastructures systems.

Our Senior Engineers and Project Managers have University degree, as Electrical Engineers and Radio-Electrology Engineer, with multiple education (Mcs) and advanced training in Audio-Visual & Conference systems.

Please clarify if these professional categories are acceptable.

Cedefop Answer to Question 5

The Project Manager and the Specialist can be University graduates in the field of Electrical Engineering or Radio-Electrology too. However special attention should be paid to the requirement for the minimum experience in audio-video and/or conference infrastructures systems of the tenderer, as stated in paragraph 3.2.2 “*Technical and professional capacity*” of the Tender Specification.

Question 6:

Annex K, article 4.2.B3.: HD Video Outputs «2x DVI-I for up to 2 monitors».

Is it acceptable to offer «1x DVI-I & 1x HDMI for up to 2 monitors»?

Cedefop Answer to Question 6

Yes, HD video Outputs << 2x DVI-I for up to 2 monitors>> can be replaced by << 1x DVI-I & 1x HDMI for up to 2 monitors >>.

Question 7:

Annex K, article 4.2.B1 & 4.2.B3: Conference Video-Audio Stream (Bilateral) «1x @ 720p50 or 1x @ 1080p25 plus 1x Stereo Audio».

Is it acceptable to offer «1x @ 720p60 or 1x @ 1080p30 plus 1x Stereo Audio»?

Cedefop Answer to Question 7

As stated in paragraph 5.1 “Technical evaluation” of the tender specifications, the tenderers should offer equipment functionalities, characteristics and services fully compliant to the obligatory minimum specified in Annex K. Your proposal for Annex K - article 4.2.B3 - cell 382 is above the minimum requirements, thus is acceptable.

Question 8:

Annex K, article 4.2.B1: HD PTZ cameras: Sensitivity 6 Lux (F1.6, 50IRE, 24dB).

Is it acceptable to offer 3Lux (50IRE, F1.6., 35db)?

Cedefop Answer to Question 8

Please see answer to question 7 above. Since the tenderers should offer equipment functionalities, characteristics and services fully compliant to the obligatory minimum specified in Annex K, your proposal for this specific article is below the minimum requirements as defined in Annex K - article 4.2.B1, thus not acceptable.

Question 9:

Annex K, article 4.2.B1: HD PTZ cameras. Lens Aperture f1.6 Wide, f3.0 tele.

Is it acceptable to offer f1.6 to 2.8.?

Cedefop Answer to Question 9

Please see answer to question 7 above. Since the tenderers should offer equipment functionalities, characteristics and services fully compliant to the obligatory minimum specified in Annex K, your proposal for this specific article is below the minimum requirements as defined in Annex K - article 4.2.B1, thus not acceptable.

Question 10:

In compliance tables of Annexes K & L, there is no column reference, between the completed data tables and the proposed datasheets.

Please let us know, if we should insert such a column, or not. If yes, should we mention the item number of the datasheet and page of it?

Cedefop Answer to Question 10

All technical characteristics and functionalities of the proposed equipment which are crucial for the evaluation are requested in Annexes K and L. We advise you to add a full description of the proposed equipment (including model, manufacturer, datasheets etc.) in your technical proposal. Please note that Annexes K & L should not be modified.

Question 11:

1.1 Description and type of the contract:

The contract will also cover the necessary preventive and corrective maintenance and on demand technical assistance for of all the installed equipment and systems.

Please clarify if preventive and corrective maintenance should be offered also for the existing Cedefop equipment that will stay in operation.

Cedefop Answer to Question 11

The contractor will provide preventive and corrective maintenance and on demand technical assistance only for the new items to be provided under this contract and not for the existing equipment.

Question 12:

Audio D/A (drawing no TS-AUD.04):

Please clarify us if the required Audio D/A (drawing no TS-AUD.04) for ENG CB box for TV crews already exist or we should offer them.

Cedefop Answer to Question 11

The tenderer should offer the required Audio D/A, as indicated in the drawing TS-AUD.04. Their price will be included in Annex H: Table A3-Point 3.1 (Connection Box for TV ENG Crews).

Question 13:

Infrastructure:

There are new items that must be inserted to the given tables such us infrastructure (cable trays, piping etc). These items should be splitted per room or should be as new items on Index D1 or D2?

Cedefop Answer to Question 13

The potential tenderer is kindly requested to further elaborate/clarify his question to allow Cedefop to provide a proper answer.

Question 14:

Project Purpose - Additional rooms:

The RECOVER II project covers the 3 main conference rooms of Cedefop plus 4 additional rooms (currently personnel or meeting rooms), namely:

- a) Europa, Montessori and Emile Rousseau conference rooms
- b) Library on 1st floor (A' ISOGEIO - 0.A.15)
- c) Meeting Room on 1st floor (A' ISOGEIO - O.A.40)
- d) Personnel Room on 2nd floor (B' ISOGEIO - 1.B.24)

Unfortunately there is no additional info either in the requested items, tables or in the diagrams for any installation for **b**, **c** and **d** areas. Furthermore we must include in our timeplan the installations for these additional rooms. Please send us any additional information regarding the requested works to be done in these rooms.

Cedefop Answer to Question 14

Cedefop needs to hold teleconference meetings in a number of spaces within its premises, i.e. rooms b) to d) above but using portable systems. These systems are mentioned in paragraph 4.2.A4-Portable Audio Recording System and 4.2.B3-Portable Teleconference System. As a result, there is no need for additional installations in these rooms.