



OPEN INVITATION TO TENDER
AO/DCM/MTA/Design-Prepress/016/16

Request for Clarification (2) – Questions & Answers

Question No 1

Regarding point 3 of 3.2.2. of the Tender Specifications document, could you please specify:

- a. Which date is considered the beginning of the 3-year period. Is it 02/11/2013 (according to the date of the a.m. invitation) or 01/01/2013 (the first day of the calendar year)?
- b. If each of the contracts should include at least three European languages.

Cedefop's answer to question No 1

- a. The date for the beginning of the 3-year period is set according to the date of submission of tenders, i.e 09/12/16. Contracts should therefore cover a period between 09/12/13 and 09/12/16.
- b. Minimum three contracts should include at least three European languages including English in total. For example: 1 contract with English, 1 contract with French and 1 contract with Slovenian.

Question No 2

Further to Q&A No.1, is our understanding correct that no text information at all is required for award criterion 1?

Cedefop's answer to question No 2

No text information is required for award criterion 1.

Question No 3

We have downloaded the relative documentation from your website and as we are having difficulty opening "Annexes H1 and H2 - Financial Proposal" with an Apple MAC computer would like to kindly ask you if it is possible to receive the file as modifiable excel.

Cedefop's answer to question No 3

Please find published a version of Annex H1 where the first worksheet (=pricelist) is unlocked.

The tenderers are requested to fill in the unit price column without modifying the other columns. Financial offers will be checked for errors and inconsistencies.