



**OPEN INVITATION TO TENDER**  
**AO/DCM/NT/WebPortalServices/018/16**  
**Web Portal, development, support and maintenance services**  
**for the Cedefop official website**  
**Request for Clarification (3) – Questions & Answers**

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**Question No 1**

*According to Annex K5 of the above mentioned invitation to tender and with regard to demonstrating required experience in data visualization, each candidate must present two data visualization projects that are live and publicly visible and that have been delivered to the customer between 2014 and 2015.*

*a) Please specify whether the requirement for public visibility is met by a live site to which we can provide access via username / password and display preconfigured demo data (actual data are created outside our visualization system). The project's site is publicly accessible however, it does not provide open access without a complex registration procedure.*

*b) Please confirm that a project delivered to the customer in 2016 meets the time-of-delivery criterion specified in Annex K5.*

**Cedefop's answer to question No 1**

a) The data visualisation projects should be live and visible through a public access, even after a login process. The live projects submitted should give access to actual data and not to preconfigured demo data.

b) Your understanding is not correct. According to Annex K5, the data visualisations projects must have been deployed in 2014 or 2015 and still be in use. This is to ensure that the projects submitted are valuable and up-to-date as they have been live and therefore tested over a certain period of time (minimum 1 year). Therefore, only projects submitted between 2014 up to December 2015 are acceptable.

### **Question No 2**

*Annex K5 states that the data visualisation projects to be included in the tender must refer to projects delivered to the customer in 2014 or 2015. We understand that projects delivered in 2016 are also acceptable, can you please confirm?*

### **Cedefop's answer to question No 2**

Please see the reply to question 1b).

### **Question No 3**

*Section 3.2.2. Technical and professional capacity of the Tender indicates for TS profile must have "Completed training courses on web or information technology". We assume that Advanced Vocational Training related to Computer Technologies can be considered acceptable. Can you please confirm?*

### **Cedefop's answer to question No 3**

Yes, this is considered acceptable.

### **Question No 4**

*Annex G - Questionnaire 5, Checklist of CVs indicates relevant information for 9 Cvs. Can this template be extended in order to include more CVs?*

### **Cedefop's answer to question No 4**

Tenderers should submit detailed CVs of the proposed team that need to be compliant with the requirements described in point 3.2.2 of the procurement documents. Tenderers may submit more than 9 CVs, although they should ensure that the proposed team will be available for work as of the date of signature of the contract.