

Questions and answers concerning the invitation to tender

PO/2015-23/A3 Framework service contract for media analysis services for the European Commission

Answers to questions received on 2 and 3/11/2015

Question 1

In relation to call for tender PO/2015 - 23/A3, please could you clarify the deadline for submission of a tender response: On the European Commission's public procurements website (http://ec.europa.eu/dgs/communication/contracts-and-grants/contracts/headquarters/index_en.htm) the deadline is given as 10.12.15 at 11.00, whereas in the letter of invitation to tender the deadline for submission is 04.12.15 (at 16.00 if delivered by hand). Please could you confirm which is the correct date and time?

Answer 1

The time limit for receipt of tenders or requests to participate is 4/12/2015 as is stated in the contract notice OJ 2015/S 210-380563. The dates mentioned on http://ec.europa.eu/dgs/communication/contracts-and-grants/contracts/headquarters/index_en.htm have been adapted. The opening of tenders is scheduled for 10/12/2015.

Question 2

Could you please confirm why the technical tender has been cancelled and a new technical response, with new case studies, is required when the numerical error was in the financial response?

Answer 2

The call for tender PO/2015-12/A3 was cancelled as a mistake in the formula resulted in the neutralisation of the price element thus making it impossible to award the tender on the basis of the best quality price ratio.

The new call was adapted and new case studies prepared so that the principles of equal treatment and transparency are respected for all tenderers including any potential new tenderers. The revised specifications now also reflect current and updated requirements for media analysis.

Question 3

Are you able to advise on which elements of the tender are different to the cancelled tender PO/2015 – 12/A3?

Answer 3

The documents of the cancelled call for tender PO/2015-12/A3 are available on the Europa server at http://ec.europa.eu/dgs/communication/contracts-and-grants/contracts/headquarters/index_en.htm. Thus, for each procedure the complete set of documents is available to any potential tenderer who might wish to make a comparison for any purpose.

Question 4

As the procedure PO/2015-12/A3 for Media analysis services has been closed on October 24th because it was incomplete and as the documents previously sent had a period of validity of 6 months, can we use all the same documents apart from the price list and case studies, with the new reference PO/2015-23/A3 only hand written to replace the old one? Or do we have to make all the documents again with the new tender reference?

Answer 4

The period of validity of 6 months is related to the technical tender and related price offer.

Please note that this is a new procedure and will be evaluated as such. Tenderers should ensure that their offer is in accordance with the specifications of this procedure which is not identical to the previous one.

As far as the selection criteria are concerned, the tender specifications state under point 13 that: *"The tenderer must provide proof of his capacity by enclosing the information and documents listed below with his tender. The contracting authority may waive the obligation of a tenderer to submit the documentary evidence referred to in points 13.1.a) to 13.1.c) if such evidence has already been submitted for the purposes of another procurement procedure and still complies with point 13."*

This obligation is waived for all tenderers who have submitted an offer for the purpose of another procurement procedure (for example PO/2015-12/A3), provided that the submitted evidence is not more than one year old starting from the issuing date, that it is still valid and that the documents submitted comply with the selection criteria in the tender specifications of this call for tender. The tenderer should then provide a declaration on his honour that the documentary evidence has already been provided in a previous procurement procedure, give the references and date of the procedure and confirm that there have been no changes in his situation.

If the documents already submitted do not cover some technical requirements specific to this call, the tenderer should then supplement the documents already provided with the additional evidence needed.