



CALL FOR TENDERS

Reference N° EPSO/EUSA/PR/2015/031

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Organisation of language tests for the purpose of validation of knowledge of 3rd language of officials and other servants of the EU at the level B2 of Common European Framework of Reference for Languages

**Answers to questions of potential
candidates - Restricted procedure**

Version 3 (06/10/2015)

Questions of general interest have been sent to HR-CONTRATS-MARCHES@ec.europa.eu. Please find herewith the answers to these questions.

Please note that any information, questions or observations, of whatever kind, contained in this correspondence can in no way be regarded as a commitment on the part of the European Commission. No binding commitment will be entered into until after completion of the procurement procedure, with the signing of the relevant contract

Question 1. In the contract notice is drafted "Framework agreement with a single operator"(point II.1.4) and "EPSO is planning to conclude a framework service contract with a single contractor" (point II.1.5). At the same time is drafted that "tenders may be submitted for one or more lots" (point II.1.8). Could you please clarify whether you will only be accepting bids that cover all the lots, or whether you will also be considering bids for one or more lots?

Answer 1. In point II.1.5) of the contract notice is drafted that the call for tenders is divided into 9 lots and in point II.1.8) that tenders (requests to participate in a two-step procedure (i.e. restricted) may be submitted for one or more lots. Therefore, the requests to participate in this call for tenders may be submitted for one lot, some lots or all the lots under the conditions set up in point III.2 (Conditions for participation).

The European Commission intend to conclude a single framework service contract for each of the lots.

Question 2. The contract notice refers to tender specifications and a draft contract that can be provided upon request. We would be grateful if the relevant documents could be provided.

Answer 2. In the contract notice (point VI.3) is drafted that the aim of this notice is to select candidates who will received the tender specifications and be invited to submit a tender. In addition, in point III.1.2) is indicated that the details of the financing and payment terms will be given in the tender specifications and the draft contract sent to selected candidates only.

Therefore, in this restricted procedure, the requests to participate are assessed in relation to exclusion and selection criteria (first step) set up in the contract notice and only those candidates selected will receive the tender documents (including the tender specifications and the draft contract) and will be allowed to submit a tender (second step).

Question 3. In relation to the calls for tender EPSO/EUSA/PR/2015/031 could you please specify if, as part of the services to be provided for Lots 1 to 8, it is necessary to bid for both the development and the delivery of the language assessment tests, or is it possible to bid for one of the components only (ie development only and delivery only)?

Answer 3. All services included in the contract are indicated in point II.1.5 of the contract notice. In the point "Information about lots – Lots 1 to 8 is indicated "*Provision of a complete set of services centred on the organisation of language tests in [...] to assess the ability of EU institution officials and other agents to work in a third language*". Indeed, in point III.2.3 (Technical capacity) is indicated that for lots 1 to 8 the candidate must fulfil the following criteria: *have proven experience and technological knowledge in developing, organising and running of language assessment tests according to the levels defined by the Council of Europe's Common European Framework of Reference for Languages (CEFR)*[...]. Therefore, per each of the lots 1 to 8 the candidate intend to participate, the candidate must fulfil the criteria indicated above.

Question 4: **Could you confirm whether any further specifications are available at this stage for the above contract notice, or will these only be available at the next stage?**

Answer 4. In this restricted procedure, only those candidates selected (first step of the procedure) will receive the tender documents (including the tender specifications and the draft contract) and will be allowed to submit a tender (second step of the procedure).

All information related to the above mentioned call for tenders including the present document and its attachment must be treated as **confidential**.