



EUROPEAN COMMISSION
DIRECTORATE-GENERAL FOR MARITIME AFFAIRS AND FISHERIES

Brussels, 28.07.2015

COMMUNICATION TO TENDERERS

Subject: Open call for tenders No MARE/2014/45
"Scoping study on maritime economic data"

Ref.: Contract notice published in the Official Journal of the European Union
S/135 of date 16/07/2015 (ref. 2015/S135 - 248783)

Dear Sir/Madam,

Please find below questions received from tenderer(s) and the answers given by the Commission.

Questions:

- Throughout the Tendering Specifications it is stated that the contract will last 12 months. However, on page 16 § 2.5.7 it is said that *A final report shall be submitted no later than 18 months after the signature of the contract, since the document must take into account the feedback from the Commission services and the Peer-review group on the draft Final Report*. This sentence contradicts the indicative timetable provided on page 13, according to which the Final Report is due no later than 12 months after the signature of the contract. Would you please clarify?
- On page 10, it is requested that the contractor set up a “peer review” group. It is our understanding that this group will be composed of experts that are external to the team delivering the service. Is that correct? Several peer review meetings are requested throughout the Study. Will the EU Commission reimburse travel and subsistence expenses for the members of the peer review group?
- On page 13 it is mentioned that a workshop will be organised after the delivery of preliminary results. However, no further details on this event are provided. Who will organise the logistics? How many people will be attending? Who will bear the costs of the organisation?

Answers:

- The text on page 16 which you refer to contains a clerical error. It ought to read: *A final report shall be submitted no later than 12 months after the signature of the contract, since the document must take into account the feedback from the Commission services and the Peer-review group on the draft Final Report*

- The peer review group, which the contractor is required to set up, consists of experts external to the contractor's team. This group may carry out its work through non-physical means, e.g. video conferences or IT applications such as global.gotomeeting.com, or through physical meetings. It is up to the tenderer to propose what it considers to be the most efficient and effective manner to organise the work of the group. Whichever means – physical or non-physical – are used, their organisation and costs must be covered by the contractor. So the financial offer from tenderers must bear this in mind.
- Concerning the workshop mentioned on pg. 13 (heading 2.5 Deliverables), tenderers are invited to propose an appropriate format and potential invitees. All costs of this workshop are to be covered by the contractor, so this too must be borne in mind when drawing up the financial offer.

This information is made available on DG MARE internet site

(http://ec.europa.eu/dgs/maritimeaffairs_fisheries/contracts_and_funding/calls_for_tender/index_en.htm) so as to be accessible to all interested economic operators.