



Clarification Note 5

GSA internal reference: 234560

Procurement procedure: GSA/01/01/17 General ICT Support to the GSA

Question #29: Section 4.6 of the tender specifications, Presentation of the tender, Envelope 1, point 4: can you please advise whether the official documentary evidence for the proof of legal representation of the tenderer is sufficient for fulfilling of the requirement of the “duly signed and dated statement of authorisation”?

Answer: No, these are two different documents. The statement of authorisation is to be submitted for each entity included in the tenderer’s organisation (prime contractor (if there is no consortium) / consortium leader and consortium partner / subcontractor) and should clearly point out who is the person authorised to represent the entity for the purpose of the tender.

The official documentary evidence is separate document/s proving the person’s legal authority to validly sign the tender and the Contract on behalf of the organisation – PoA, copy of entity’s registration, specifying the authorisation rights of the person, etc.

Question #30: Section 4.6 of the tender specifications, Presentation of the tender, Envelope 2, point 1: can you please provide the template of the “Executive Summary” on the Technical Offer?

Answer: There is no template available.

Question #31: Section 4.6 of the tender specifications, Presentation of the tender, Envelope 2, point 4: in case of a consortium, can you please confirm if each consortium member is obliged to provide the “duly completed, signed, stamped and dated declaration for background and foreground IPR using the standard template in Annex II.X to the framework contract” or this only applies to the consortium leader?

Answer: All entities included in the tenderer’s organisation (the prime / each consortium member and any proposed subcontractor) are to complete and submit the Annex II.X.1 (for Lot 1) and 2 (for Lot 2) with the tender. If there are no such IPRs to be declared for some of the entities, this should be made clear in the tender. In these cases, there is no need of submission of ‘empty’ forms by these entities.

Question #32: Section 4.6 of the tender specifications, Presentation of the tender, Envelope 2, point 5: in case of a consortium, can you please confirm if each consortium member is obliged to provide the Security Convention for Remotes Access (Annex I.M) or is this only applicable to the consortium leader?

Answer: The Security Convention for Remotes Access (Annex I.M) shall be filled-in and presented by all consortium members and any proposed subcontractors individually, signed by an authorised representative of the entity (see section 3.2.3 of the tender specifications).

Question #33: It is quite difficult at this stage to establish a list of IPR/patents that would be relevant to the future projects without having a clear view on the exact specifications for these projects. Can you please confirm that tenderers will be allowed to fill in this document only after receiving the (future) service requests describing the precise requirements?

Answer:

The tenderers should indicate the IPRs which they currently intend (are aware of) to create / use in course of the contract, if awarded to them. If during the contract, the contractor will become aware of other FIPR/BIPRS that will be created/used as part of a particular task implementation, it shall immediately declare this to the GSA.

Question #34: Can you please confirm if the rates requested to be filled in the Annex I.G – Financial Offer are supposed to be for Prague?

Answer: Please refer to Corrigendum no. 2 published on the GSA website.

Question #35: Section 2.3.5 of tender specification, Language of the contract: can you please confirm if the language of the contract will always be English independent from the country where the service/resources will be provided?

Answer: Yes, it is confirmed. The working language of the contract shall be English.

Question #36: Annex I.G.2 – Financial Offer Lot 2: can you please confirm if our understanding that the resources in the Annex I.G.2 – Financial Offer Lot 2 should have a senior expertise is correct?

Answer: Refer to the section E. of Annex I.D.2 for further information on the number of years of experience required for each profile under Lot 2.

Question #37: Section 3.2 of tender specifications, Specific selection criteria, Technical and professional capacity criteria Lot 2, criterion S6: can you confirm that the three required references must cover the entire technological area (NET, SharePoint, IIS, ASP.NET), while not each reference has to cover all technologies?

Answer: The reference shall be for projects built on / utilising “one of” or “combination of” the listed technologies. Nonetheless each of the listed areas have to be covered.

Question #38: Can you please provide the Annex I.N – Declaration of minimum requirement in editable format?

Answer: See the GSA website. This Annex has been already published in editable format.



Question #39: Section 4.6 of the tender specifications, Presentation of the tender, Envelope 2, point 4: can you please confirm how shall an operator who is not going to declare any copyright, patent or another IPR proceed? Shall such operator complete the Annex II.X?

Answer: See the response to question 31.

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