



Clarification Note 6

GSA internal reference: 234850

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

Question #40: According to tendering specifications 2.3.9.2 Conflicts of interests, “the tenderers are not requested to provide such signed annexes at the time of submission of tender”. Do you refer to the presentation of operational structure, mechanism and measures that shall be put in place for monitoring the absence of conflict of interest and manage their possible occurrence as specified in the tender specifications, sections 2.3.9.2 and 3.2.3?

Can you please confirm if the tenderers do not need to provide this presentation at tender stage, as according to last paragraph of the section 2.3.9.2 of tender specifications, it is indicated that this is not needed?

Answer: The tenderers are required to provide the signed Declaration of Honour (Annex I.E) and a presentation of operational structure, mechanisms and measures that shall be put in place for monitoring the absence of conflict of interests and manage their possible occurrence during the execution. This presentation has to be in compliance with the GSA policy on prevention and management of conflicts of interest for staff and third parties working for the GSA (Annex II. VIII to the framework contract).

The tenderers are not requested to provide at the time of submission of the tender the signed declarations of all personnel involved in the tasks of a possible future contract. Such are to be presented from the future contractor together with each specific contract proposal.

Question #41: According to tendering specifications, section 4.51. Submission requirements, a continuous page numbering of the tenders is requested (p. 26). For practical reasons (e.g. inserts of annexes) can you please confirm if this requirement may be discarded on condition that the proposal is assembled in a coherent way, in line with the section 4.6., Presentation of the tender?

Answer: The requirement aims to ensure easy traceability of the different parts of the tender. Deviations from it are admissible, provided such traceability is ensured.

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