

Clarification Note #2

GSA internal reference: 227324

Procurement procedure: GSA/OP/22/16 "INSURANCE SERVICES"

Question #7. Can the premiums be reviewed annually? Can we propose yearly duration "page 5 of 32"?

Answer: According to Annex I.C. to the Tender Specifications – Template Financial Offer, the prices shall be firm and fixed for the duration of the contract and could only be improved by the tenderer. The annual price cannot be surpassed during the performance of the contract. However, the tenderer may improve it.

Following sections 3.2.3, 3.3.4, 3.4.5 and 3.5.5 of the Tender Specifications, Framework Contracts will be concluded for a period of 12 months for each lot. Framework Contracts are automatically renewed under the same conditions, unless written notification to the contrary is sent by one of the parties and received by the other party 3 (three) months before the expiry of the contract. The number of possible renewals depends on the Lot, as stated in sections 3.2.3, 3.3.4, 3.4.5 and 3.5.5 of the Tender Specifications.

Question #8. For LOT 4 - GSA ASSETS, GSA AND GSA STAFF MEMBERS THIRD PARTY LIABILITIES, GSA STAFF MEMBERS TRAVEL INSURANCE can solutions be proposed only on lot 1, 2 and 3 "page 26 of 32"?

Answer: The tenderer can submit a tender covering all the lots or only some of the lots. Tenders will be evaluated separately for each Lot.

When the tenderer submits a tender for a lot, the tender shall cover the whole scope of the lot. As regards lot 4, the tender shall therefore cover all the insurances mentioned in points (i), (ii), (iii) and (iv) under section 3.5 of the tender specifications.

Question #9. Can we have the details census data (ages, salary and family situation) "page 19 of 32"?

Answer: Please refer to Question #1, answered in Clarification Note no 1 published at the GSA's website.

The originals of the requests with the signed non-disclosure undertaking shall be received by the GSA by 23 December 2016 17:00. Electronic copy of the request and of the NDU shall be sent to tenders@gsa.europa.eu.

Question #10. Could you confirm us if in case of death of the staff member, a lump sum (or a pension) is paid to the beneficiaries for LOT 1 - STANDARD LIFE INSURANCE "page 20 of 32" ?



Answer: It is for the tenderer to propose the beneficiaries to whom the lump sum will be paid. However, as stated in section 3.2.1. of the tender specifications, these beneficiaries shall be at least the deceased Staff Member's spouse and children in accordance with the law of succession governing the Staff Member's estate.

Question #11. For LOT 2 - ENHANCED LIFE INSURANCE, is it for us insurers to make a proposal e.g an additional to LOT 1 -STANDARD LIFE INSURANCE per fixed lump sum 50K to 100K for example “page 22 of 32” ?

Answer: Insurances under lot 1 and lot 2 shall be presented as independent insurances. As regards insurance under lot 2, it follows from sections 3.3.1. and 3.3.3. of the tender specifications that tenderers shall make a proposal per fixed lump sum of 67,000 EUR.

Question #12. For LOT 3 - Health and Hospitalisation Top Up, could you confirm us if the JSIS reimburses medical expenses for all medical procedures or treatments at the rate of 80-85% (subject to certain ceilings) and that the insurer complements above the 80-85% ? We have the details of all medical procedures or treatments? Please provide us with the Table of Benefits of JSIS “page 24 of 32”.

Answer: Yes, the JSIS reimburses medical expenses for all medical procedures or treatments at the rate of 80-85% (subject to certain ceilings) and the insurer shall complement above the 80-85%.

Details of the medical procedures and treatments can be sent to the tenderer upon request and after signature of the non-disclosure undertaking [“NDU” – updated version available on GSA website (Corrigendum 1 – Annex: updated version)]. The GSA reserves the right to verify whether the person requesting the list is indeed a potential tenderer and, where appropriate, request supporting documents.

The Non-Disclosure Undertaking shall be signed by the tenderer's authorised representative and sent by post to the following address:

European GNSS Agency
Legal & Procurement Department
Janovského 438/2
170 00 Prague 7
Czech Republic

The envelope shall contain the mention “NDU: GSA/OP/22/16 – Insurance services”.

The originals of the requests with NDUs shall be received by the GSA by 23 December 2016 17:00.

Electronic copy of the request and of the NDU shall be sent to tenders@gsa.europa.eu.

Given that the conditions of reimbursement by JSIS change, details of the medical procedures and treatments are provided for information purpose only. Unless otherwise stated in the tender, the

tenderer shall not refuse the reimbursement with reference to the fact that the conditions of reimbursement by JSIS changed.

Question #13. Page 30 of 32 item 3.5.4.2. Additional requirements. Could you please confirm if you are expecting a lump sum or a pension for the Personal Accident?

Answer: It is at the tenderers' discretion to make a proposal of the solution and respective price, which will be evaluated by the GSA accordingly.

Question #14. Travel insurance: please confirm the countries concerned by this insurance and also the history over the past 3 years.

Answer: As stated in section 3.5.4.1. of the tender specifications, insurance policy shall be valid worldwide. The GSA has not contracted any travel insurance in the past. Consequently, there is no insurance history.

Question #15. Could you please confirm that all contract will be directly signed by the organization, there is no individual contract for the staff?

Answer: Please refer to Question #6, answered in Clarification Note no1 published at the GSA's website.

As regards the insurance policies signed on the basis of the framework contract, please refer to sections 3.2.3., 3.3.4., 3.4.5. and 3.5.5. of the tender specifications

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