

Open tender for the service contract "Support to the EU Delegation with media-related activities", EEAS-524-DELUKRRK-SER-DIR

Clarifications to this tender in reply to a number of questions received from potential bidders

Q1: List of Items, Schedule of Requirements, Scope of Work, Terms of Reference, Bill of Materials required.

A: Description of the services and requirements are described in detail in the tender documentation available on: http://eeas.europa.eu/delegations/ukraine/grants_tenders/tenders/index_en.htm

Q2: Soft Copy of the Tender Document through email.

A: The Delegation does not contact potential tenderers by email. Electronic version of all tender documents is available on:

http://eeas.europa.eu/delegations/ukraine/grants_tenders/tenders/index_en.htm

Q3: Names of countries that will be eligible to participate in this tender.

A: Please refer to the relevant article of the Tender Specifications:

"5.1. Access to public procurement

Participation in this tender procedure is open on equal terms to all natural and legal persons:

- in one of the European Union Member States;
- in a third country which has a special agreement with the European Union in the field of public procurement on the conditions laid down in the agreement;
- in the country of the delegation: Ukraine."

Q4: Information about the Tendering Procedure and Guidelines

A: Please consult the tender documentation, namely Tender Specifications:

"3. DESCRIPTION OF PUBLIC PROCUREMENT PROCEDURE

Economic operators interested in this contract shall submit their complete tenders, including all documents as described in points 5 and 7 by the deadline indicated in the letter of invitation to tender.

An e-mail address and/or a fax number of the tenderer shall be provided in the cover letter. It is the responsibility of the tenderer to regularly consult the e-mails received.

The website on which all procurement documents are published will be updated regularly and it is the tenderer's responsibility to check for updates and modifications during the tendering period.

The evaluation of tenders will be made in the following order:

- access to market,
- exclusion criteria,
- selection criteria,
- award criteria.

If the tender does not pass a category, it will not be evaluated under the following category/-ies."

Q5: Estimated Budget for this Purchase

Please refer to the Contract notice 2016/S 173-310497:

"II.2.6): Estimated value
Value excluding VAT: 720 000.00 EUR"

Q6: Any Extension of Bidding Deadline?

Extension of the deadline is not foreseen.

Q7: Any Addendum or Pre Bid meeting Minutes?

No addendum or pre-bid meeting is foreseen.

Q8: In regards to the Financial offer, is the Financial offer considered as a Global Price or a Fee-Based contract?

The type of the contract is a global price contract.