



Vilnius, 21-08-2015
EIGE/VL/mm D/2015/ 511

Tender: EIGE/2015/OPER/22

Collection of good practices on administrative data collection on violence against women

Subject: Answer to request for clarifications regarding the Tender

From a potential tenderer we received a question that might be of general interest. Please find herewith the answer to this question.

Procurement
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Question 1:

Our understanding is that the contractor will have to organise a consultation meeting in Vilnius in week 18 for 28-30 stakeholders. The ToR state: "The contractor is requested to support the organisation of a consultation meeting by identifying possible (28/30) stakeholders, from all EU Member States and experts to be invited to the meeting".

Later, in the description of the financial proposal, the ToR state:

"For the organisation of the consultation meeting under this contract the tenderer shall put a fixed amount of EUR 30,000. This amount does not cover the contractor's own expenses on the preparation, organisation and participation in the meetings. These contractor's costs shall be included into the contractor's fees."

Does this mean that the contractor is responsible for the financing of this consultation meeting, and the EUR 30,000 are effectively deducted from the overall budget of EUR 150,000 available for this project? Or are the EUR 30,000 for the consultation meeting a separate cost item in addition to the available budget of EUR 150,000.

Answer 1:

For the organisation of the consultation meeting in Vilnius in Week 18 for 28-30 stakeholders, a fixed amount of EUR 30.000 must be assigned by the contractor, as also shown in the financial offer form.

The amount is included in the financial offer and no additional budget will be provided by EIGE.