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Vilnius,
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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 questions that might be of general interest. Please find herewith the answers to these questions.

Procurement
EIGE

EIGE/2015/OPER/22. Questions & Answers No 4

Question 1:

With regards to the Legal Entity Form, our understanding is that these need to be signed by the Tenderer, but not by subcontractors (such as national researchers). The Letter of Intent does need to be signed by subcontractors. However, page 9 of the "standard submission forms for tenderers" states "Subcontractors are only obliged to provide the legal entity form without the evidence, and are not required to present the Financial Identification Form." Do bids need to include signed Legal Entity Forms for subcontractors?

Answer 1:

As specifically mentioned in page 8 of the Standard Submission Forms, subcontractors are obliged to provide the Legal Entity Form without the evidence and are not required to present the Financial Identification Form.

Question 2:

Page 28 of the Terms of Reference state:" In case of a consortium submitting an offer, the consortium may rely on the capacities of members of the consortium. It must prove in this offer that it will have their resources at its disposal." Does this include subcontractors? If yes, how must this be proved?

Answer 2:

This statement is mainly applicable to consortium members.

However, as stated in Section 2.4.3 (page 27) "in case on of subcontracting to the same subcontractor not more than 30% of the contract, provided the main contractor does not rely on the subcontractor's economic and financial capacities, the subcontractor(s) does not have to provide the economic and financial capacity form. However, EIGE reserves the right to request additional information for the evaluation of the economic and financial capacity."

An economic operator may, where appropriate and for a particular contract, rely on the capacities of other entities, regardless of the legal nature of the links which it has with them. It must in that case prove to the contracting authority that it will have at its disposal the resources necessary for performance of the contract, for example by producing an undertaking on the part of those entities to place those resources at its disposal (Art. 147.3 1st paragraph RAP).

Question 3:

Page 30 of the Terms of Reference requires: "List of implemented services and projects, demonstrating capacity listed at 2.5.3.B" as well as "Samples of up to three EU and/or international project". What kind of samples are expected; are project references sufficient or are links to reports required?

Answer 3:

Sample of a project should at least indicate:

- Title
- Duration
- Budget
- Coverage (National/EU wide/MS/ International)
- Role

Question 4:

Page 8 of the Terms of Reference (under 1.3 Tasks) speaks of updating the administrative data sources from the EIGE mapping tool, it is stated "...including but not limited to the review, analysis and updating of information of the 144 administrative data sources and 90 statistical products on violence against women from the EIGE mapping tool and EIGE website". However when looking at the expected results (page 10 onwards), no mention is made of such updating. Looking at the description of Deliverable D2 (the paper on national system for collection of administrative data), this seems to not include updated information on each data source and statistical product (in terms of the data it collects) but rather focus on different approaches taken in the data collection process, similarities and challenges (p. 11). Please can you confirm whether the contractor is requested to update the information on the 144 administrative data sources and 90 statistical products?

Answer 4:

The contractor is expected to implement the following task as stated in the p. 8 of Tender Specifications: "The tenderers shall analyse relevant literature, policies, programmes and projects developed in the period 2010-2015, in all EU Member States and at a European Union level, including all EIGE outputs from the study 'Mapping administrative data sources on violence against women against women in the EU' including, but not limited to the review, analysis and updating of information of the 144 administrative data sources, and 90 statistical products on violence against women from the EIGE mapping tool in EIGE website. The background information collected for the study should also focus on the evidence and the benefits deriving by implementing a set of minimum standards in the information to collect related to incidents of violence against women and in the quality standards to follow for this collection of information, both at a level of data collection and data processing, in EU Member States.

The selected examples and approaches will focus on administrative data sources from police, justice, health, social services and "others" (as defined in the section "definitions") collecting information on to (1) intimate partner violence; (2) sexual violence (outside intimate relationships), including (a) sexual assault (excl. rape), (b) rape, (c) sexual harassment; (3) stalking (4) femicide and (5) female genital mutilation."

Relevant deliverables should reflect the effective implementation of this task and the methodological approach should present how the tenderer is suggesting to do it.