



Vilnius, **04-08-2016**
EIGE/VL/pr D/2016/ 434

Tender: EIGE/2016/OPER/07
Improving administrative data collection on intimate partner violence

Subject: Answers to requests for clarifications regarding the Tender

From potential tenderers we received question that might be of general interest. Please find herewith the answers to these questions.

Procurement
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EIGE/2016/OPER/07. Questions & Answers Nr 1

Question 1:

With regards to the EIGE tender in subject I would like to know whether the structure of the technical offer indicated on page 32 of the Tender specifications is mandatory or if the tenderer can use a different structure of the technical offer, including references to the sections indicated on page 32.?

Answer 1:

The structure of technical offer should include, at least, the five sections indicated at page 32 of Tender specifications, i.e.:

- a) Demonstration of a clear understanding of the objectives and assignments
- b) Methodological approach
- c) Project management, organisation of the project team, internal communication
- d) Quality assurance and Quality control
- e) Risk management

Under each section, the tenderer should demonstrate a clear understanding of the objectives and assignments of study, and it should clearly describe the proposed methodology, the project management, organisation of the project team, internal communication, the quality assurance and quality control, and risk management.

Under each point above, the Tenderer is free to propose a structure of the technical offer.

However, all the deliverables and activities envisaged should be clearly reflected and easily detectable. Under point *b) Methodology approach*, the structure of Results/Deliverables/Activities envisaged in Section 1.5 Expected Results of Tender Specifications should be followed.

Question 2:

Potential tenderer(s) ask for clarification with respect possible conflict of interest in participation to this tender while having previously managed or still managing EIGE's funded projects.

Answer 2:

There is no conflict of interest for any potential tenderer that has previously contracted or is still contracting by EIGE.

Question 3:

Regarding the deliverable 1.1 (p.14). The terms of references mentions that the information and data collected should be those available through open sources. Considering the fact that the information and data requested is not publicly available in all the Member States, could you confirm that the task does not entail contacting stakeholders to obtain the information and data?

Answer 3:

Data included in the 28 Country factsheets (deliverable 1.1) should be used to provide a clear and concise quantitative picture of the situation of each Member State with respect Intimate Partner Violence, through available data collected by police and justice system.

Data and information should be collected by National researchers via open source at Member State level.

This implies the collection of both data already published and publicly available, and data collected from police and justice system, even though not yet published. The availability of these data should be verified by the Contractor, and possibly included in the Country factsheets.

Question 4:

Could you confirm that the number of national stakeholders per national meeting (15-20 national stakeholders, as explained p19-20 of the Tender specifications) applies for both national and joint Member State meetings, meaning that this range of 15-20 participants applies to the entire group of stakeholders coming from one to three Member States (in the case of Joint Member States meetings)?

Answer 4:

EIGE estimated a maximum number of people participating to the Consultation Meetings: 20. This maximum number should be reached for Joint Meetings, involving up to three Member States. For singular Member State Consultation Meetings, the number of participant should at least 15.