



03 -08- 2016

Vilnius,
EIGE/ML/pr D/2016/430

Tender: EIGE/2016/OPER/08
Gender-related challenges in European education systems

Subject: Answers to requests for clarifications regarding the Tender

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

Procurement
EIGE

EIGE/2016/OPER/08. Questions & Answers Nr 2

Question 1:

In the Financial Offer Form:

- 1) What is the difference between the Editor in the professional fees and Editing in the activities related to deliverables?

- 2) Is it correct to indicate the fees for country experts only in the activities related to deliverables? We have to indicate for the country experts the Daily rate and the number of person-days?

Answer 1:

- 1) The budget allocated for the Editor can cover all editing costs and if so, nothing should be mentioned in the budget for "editing".

Note:

- If any budget is assigned for editing costs in connection with the organisation of the meetings, this should be taken into consideration: not to assign twice the same budget for the same activity. In this case, the quota for editing related to the management and organisation of the meetings shall be separately presented from the budget allocated for the Editor.
- All costs that are not directly related to the core team but making reference to the different specific deliverables (i.e, Country reports) should be presented and indicated.

- 2) The financial offer form is expected to show the allocation of time, money and expertise for the implementation of the project for the project team. It is not meant to describe the distribution of roles, tasks and responsibilities, which is expected to be clearly presented in the technical offer. The fees for country (national) experts should be included only in the activities related to deliverables.

Question 2:

For the Qualifications and professional experience of Senior Researchers (p.32 of the Tender Specifications), could you please clarify that experience in project management (5 years) is required for Senior Researchers? We wonder if this was perhaps a clerical error or if, indeed it is required of each of our Senior Researchers as well.

Answer 2:

The project management experience will be an asset for the senior researchers but the core qualifications, requested as professional capacity remain:

- University degree;
- Proven experience in research (at least 3 major projects at EU/International level), as described at page 32 of tender specifications;
- Proven experience in the area of gender equality and education systems, level), as described at page 32 of tender specifications;
- Proficiency of English, level C1, as described at page 32 of tender specifications.

Question 3:

Activity 1.1.7 (p.8 of the Tender specifications) does not mention interpretation services for the consultation meetings. Could you please inform us if such services would be required?

Answer 3:

Section FIVE: Financial offer, at page 35 of tender specifications describes which costs contractor is expected to cover, for the organisation of the meetings and for the arrangements of all related services.

This list is not limiting the type of possible services needed and suggested for the management of the meetings. Any cost directly related to this activity must be covered by the contractor.

EIGE will not cover any cost related to the management and organisation of the meetings, beyond those connected with the possible participation of EIGE staff, to any of the meetings.