

BEREC Office ref. № MC (13) 20

QUESTIONS AND ANSWERS

In relation to Call for Tenders № 2013-BEREC-OT-01

PROVISION OF PROFESSIONAL EVENT ORGANISATION SERVICES IN EUROPE AND/OR IN THE REPUBLIC OF LATVIA FOR BEREC AND BEREC OFFICE EVENTS

Contract Notice № 2013/S 045-071537 of 05/03/2013

Session 3

Question on response time in relation to section IV “Management of the contract” from the tender submission form:

Do we need to specify response time for particular services according to:

1. time in which project manager answer to the particular request/service
or
2. time in which project manager prepare and submit an offer
or
3. time which will be spent to complete particular service

Answer:

The response time to different types of requests by the BEREC Office, as defined in the tender specifications, section 3.1. from document 2013-BEREC-OT-01 APP1 and section 3.1. from document № 2013-BEREC-OT-01 APP2, is the number of working days, which the contractor will need to provide the BEREC Office with specific tenders counted as of the date of submitting an order form or a request for services by the BEREC Office.

In the understanding of the BEREC Office the answer from the contractor to a particular request for provision of service(s) should take the form of specific offers and therefore option 1 and option 2 in the question presented above should be considered as part of the whole process of responding.

The time which will be spent for completing a particular service (option 3 in the question) should not be indicated by the tenderer in the tender, as it will be agreed in the specific contract or order form (see annexes to model contract) later on.

Riga, 22 March 2013