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EUROPEAN UNION AGENCY FOR FUNDAMENTAL RIGHTS

Clarifications during tendering

F-SE-13-T12

Data collection and research services on fundamental rights issues

Questions and Answers V

Vienna, the 06/05/2013

Ref: 2013-outgoing-001478

Reference: Open call for tender F-SE-13-T12 Data collection and research services on fundamental rights issues

Subject: Clarifications during tendering

Dear Sir/Madam,

We received questions of general interest from the tenderers. Please find herewith the answers to these questions.

Yours faithfully,

Morten Kjaerum
Director

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Morten Kjaerum, Director

European Union Agency for Fundamental Rights

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Clarifications during tendering

F-SE-13-T12

Data collection and research services on fundamental rights issues

Open Call for tender No F-SE-13-T12 (OJ/S 148-256531, 01/08/2013)

Question 12:

We full understand that a CV may be used for one lot and one profile only. However, the implications of this rule on the practical work remain a bit unclear. In particular, two questions remain:

- a) Does this rule imply that social experts, and particularly social experts on fieldwork research are not allowed to conduct interviews? In other words: May only persons named in the profile as "Interviewer" conduct interviews?
- b) Does this rule totally prevent, e.g. the project manager to conduct scientific work and/or conduct interviews?

Answer 12:

In order to pass the selection phase of the evaluation tenderers need to prove that they have a certain educational and professional capacity as set out in section 17.2.2 a) of Annex A – Tender Specifications and in section 8 of Annex A.1 – Technical Specifications. Therefore it is necessary for tenderers to prove that they have the capacity to compose a project team that meets the minimum criteria as described in section 8 of Annex A.1. Therefore the project team must include the following profiles:

1. Project Manager, who will coordinate the project team and have the overall responsibility for the timely execution of the Contract.
2. Senior Expert, who will be responsible for the scientific quality of all deliverables.
3. Experts (depending on the lot for which the bidder applies: legal, social, on qualitative social fieldwork research, on statistical analysis and interviewers), who must have a proven ability to carry out the research as described in the Terms of references.
4. English language editor

Following a careful risk assessment and based on previous experiences, the rule that a CV may be used for one lot and one profile only shall contribute to ensure that the high quality of services is not affected even when more than one service is requested in parallel within a short deadline for delivery.



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- a) Therefore, if it is part of his tasks within a concrete project during the implementation of the framework contract via specific contracts, it might be that the social expert and/or the social expert in fieldwork research could also conduct interviews.

- b) In regards to the role of the project manager, his role is defined as the one who will coordinate the project team and have the overall responsibility for the timely execution of the Contract.