

Vienna, 3.09.2010
Ref. 1401

Tender: Pilot/Pre-testing for a FRA survey on violence against women - D/SE/10/10

Subject: Additional information regarding the specifications of the tender

European Union Agency for
Fundamental Rights

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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

**Pilot/Pre-testing for a FRA survey on violence against women
D/SE/10/10
Questions and Answers I**

Question 1:

We read the detailed technical description of the pilot testing and how carefully it is already analyzed into detailed parts and questions. Is there any limit to how extensive we should answer these questions? Is there a minimum or maximum of words or pages of how detailed the questions should be answered?

Answer 1:

No, there is not a minimum or a maximum number of words or pages for the technical proposal. For some guidelines regarding the preparation of the technical offer, the tenderers are advised to read carefully Clause 18.3 of the Tender Specifications.

Question 2:

Given the short time of the testing period, to us it makes sense to have several people in the management position (a consortium), is there a limit to how many people there can be?

Answer 2:

There is not a minimum or a maximum number of partners submitting a tender. Conditions of participation of consortia or groups of services providers are outlined in Annex A - Tender Specifications, in particular, in Clause 7.

Question 3:

About the estimated costs: Is there a regulation of how to proceed with the cost estimation: When running the project, is there a possibility to shift expenses, if necessary, from one post to another, or between countries? What happens if we underestimate some costs, is there a percentage of how much the costs can be increased when realizing the study?

Answer 3:

Tenderers shall give a global price covering all costs for the execution of this call for tenders. No further breakdown of this global price is required (please see Annex C.3 – Financial proposal of the Standard Submission Form). Therefore, it is up to the tenderer to accurately estimate all the costs to be included in the global price offered.

Question 4:

Concerning the time frame: Since the testing will be short but extremely intense, when is it approximately scheduled to start, how long will the evaluation of the bids take supposedly?



We're aware that we can't get a definite date to this question, but when requesting our regional experts in order to work on the proposal, we'd like to at least give them an approximate starting point of the study.

Answer 4:

The estimated date for contract signature is November 2010. The project should start right after the signature of the contract. Please be aware that this date is only indicative and that may be subject to changes.