

Administration -FRA, A-1040 Vienna; Schwarzenbergplatz 11]

Vienna,
Reg.

6048/05-03.09

Subject: FRA-HR-2009-1300-T01 - "Travel Agency Services"

Ref.: Additional information regarding the specifications of the tender.

Dear Sir / Madam,

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

Yours faithfully,


Jean-Marie Adjahi

Senior procurement officer

QUESTIONS & ANSWERS (I)
FRA-HR-2009-1300-T01- "Travel Agency Services"

Question 1: Do you/did you have a local travel agency service??

Answer 1:

Yes, we currently use the service of a travel agency.

Question 2: What will be the main destinations your staff is travelling to - Brussels and Luxemburg?

Answer 2:

The destination of the missions is not restricted only to Brussels and Luxembourg.

Question 3: Do we need to organize tickets/journeys only for your staff in Austria or do we offer our services to incoming people as well?

Answer 3:

FRA requires an experienced travel agency in order to make travel and accommodation arrangements for FRA staff members, Management Board members, Scientific Committee members, and external experts travelling across Europe and beyond in various parts of the world.