

Clarifications during tendering
F-SE-16-T15
Graphic design and production of Communication and Awareness Raising
Materials
Questions and Answers IV

Vienna, the 03/03/2017

Ref: 2017-outgoing-289

Reference: Open call for tender F-SE-16-T15 Graphic design and production of communication and awareness raising materials

Subject: Clarifications during tendering

Dear Sir/Madam,

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

Yours sincerely,



Michael O'Flaherty
Director

Clarifications during tendering

F-SE-16-T15

Graphic design and production of Communication and Awareness Raising Materials

Questions and Answers IV

Question 1:

After thorough study of tender specifications and all QAs we must say it is still not clear for us what exactly should be in the technical part of offer. Just 2 pages incl. company profile? No scenario? No graphic designs? So please, can you send us the detailed list of your requirements on technical part.

Answer 1:

We refer the tenderer to section 20.2 of Annex A – Tender Specifications (Lot 1 – Graphic design) where the requirements to prepare the technical offer are clearly stated.

We also refer the tenderer to Question 1 and 2 of Question and Answers I, published on our website on 7/02/2017, to question 2 of Questions and Answers II, published on our website on 20/02/2017 and to question 1 of Questions and Answers III, published on 1/03/2017.

Question 2:

Another question on pricing of logo: in Price sheet you ask for price for "logo" but it is not clear if it should be logo of FRA or some other logo, for example some "ad-hoc" created for some kind of event...?

Answer 2:

Section 20.2 of Annex A – Tender Specifications (Lot 1 – Graphic design), makes reference to section 5.2 of Annex A.1 Technical Specifications, where, under the headline "Prices" you can find the detailed description related to (C1) Branding concept and (C2) design of a logo.

Question 3:

Can we produce and put into the tender some samples - designs of logo, posters for events, newsletter - is it ok for FRA?

Answer 3:

We refer the tenderer to question 4 of Questions and Answers III, published on our website on 1/03/2017.