

## Call for tenders No SRB/OP/2/2016

### Serie 3: Answers to Questions 8 – 9

#### Question 08 (dated 26/09/2016 at 14:30):

We would like to post the following questions, outlined below:

- **With reference to point 3. 2. of the tender specification could you please specify the meaning of “each member of his board and directors”?**
  - Section 3.2 “...In case of award, the Contractor shall obtain from each member of his board and directors an undertaking, by means of a Declaration of Confidentiality...”

#### Answer to question 08:

In order to ensure confidentiality and that information is not divulged to third parties, the Contractor is requested to submit a Declaration of Confidentiality duly signed by the authorised persons with decision making powers.

#### Question 09 (dated 26/09/2016 at 16:26):

With reference to the call for submission of offers for Provision of support for project management, quality assurance and dry-run exercise (SRB/OP/2/2016). We would like to post the following questions, outlined below:

- **From the Corrigendum we understand that the deadline is extended to 14.10.2016. Is our understanding correct that the extension also applies to the deadline for requesting clarifications i.e. can we assume that ‘six working days before the submission deadline’ has changed from 26/09/2016 to 06/10/2016?**

#### Answer to question 09:

Your assumption is correct. As stated in point 9 of the Invitation to Tender, “*The contracting authority is not bound to reply to requests for additional information received less than six working days before the date for receipt of tenders indicated in point 3*”. Therefore the deadline is changed to 06/10/2016.

#### Question 10 (dated 28/09/2016 at 18:22):

As per Tender Specifications - Section 1.8, we understand that the deadline for requesting clarifications is six (6) working days before the submission deadline. As such please see below some additional questions:

- **Annex 4, CV professional experience:** Please clarify what needs to be included in the “Project size” field e.g. number of employees, value of the contract in €, etc.
- **Tender specifications**
  - **4.3. Award criteria, Quality criterion 2 (Q2):** Please clarify whether the SRB expects one advisor only to be involved in the dry-run exercise or other advisors (such as legal or valuation agents) are expected to be involved as well

- **4.2.4.B2. Language quality check:** Please confirm that the language quality check requirement per CV is fulfilled, in case the CV include projects requiring high level drafting in English (as per your response in Question 2 in the Q&A)

Answer to question 10:

The tenderers should demonstrate that the proposed personnel has the necessary and suitable project experience. In this respect, regarding project size field, please indicate number of employees, value of contract etc.

The tenderers are kindly requested under Quality criterion 2 (Q2), second topic, to provide a technical note on the approach and methodology in performing a dry-run in relation to the resolution case developed under the same question. To this effect, the tenderers should define and describe the relevant stakeholders to be involved in the dry-run exercise.”

In line with the answer 02, the language quality check requirement would be the high level drafting experience in English.

Question 11 (dated 28/09/2016 at 18:22):

Overall questions regarding formulation on p. 24 in tender specifications:

- What is your expectation regarding “level of segregation of assignments”? Is that SRB related assignments only or regarding assignments for other stakeholders (such as e.g. banks)?
- What is your definition of “service organization”, i.e. which organization is meant?

Specific questions regarding Annex 8:

Background: Our usual arrangements as a management consulting firm with clients include a specific project proposal submitted to the client and a contract agreed with client. The type of SLA as presented in Annex 8 is different from our usual arrangements. Our arrangements for framework contracts usually do not include an abstract description of service organisation, interfaces, roles and responsibilities at this length.

- Is our understanding correct that Annex 8 should provide an overview of the approach, the team set-up, the way we work and why we are qualified to support the SRB?
- What is the scope of the dry run? Is that restricted to SRB only describing the interfaces or including the named stakeholders? If the latter, who is going to ensure the availability of resources to support the exercises
- What type of evidence would be sufficient? We ask one of our clients where we have performed very comparable services to issue a reference letter outlining the work we did for this client. Would this be acceptable as evidence?

Answer to question 11:

- The “service organization” and “level of segregation assignments” refer to the specific internal organization envisaged by the bidders in carrying out the activities under the contract.
- Your understanding is correct.



- We refer you to Answer 06

- We refer you to Answer 04.

Published on: 04/10/2016

Requests for additional information regarding this tender should be sent by e-mail to the following address [SRB-PROCUREMENT@srb.europa.eu](mailto:SRB-PROCUREMENT@srb.europa.eu). The Contracting Authority is not bound to reply to requests for additional information received less than six working days before the final date for submission of tenders.

The deadline for submission of the bids of this tender is **14/10/2016**

Responsibility for monitoring the Agency's website for replies to queries and/or further information remains with potential applicants.