

REF: OP/EUI/LIB/2019/001

Question 1

Good Morning, are the documents available in word so they can be completed?

Reply 1

Yes, they are. They were not available for a technical problem. They will be made available ASAP. Please check our web page.

Question 2

Good Morning, on page 6 of the Annex 4 – technical offer form, there is not a section for 1.9 Cancellation clauses.

Is this missing?

Reply 2

Cancellation clauses at 1.9 should only be accepted as they are. If you would like to add better conditions or other information on cancellation, we suggest to insert it in paragraph *1.7 Fulfilment and delay*.

Question 3

Regarding the above mentioned tender, we were wondering if we can send some annexes (such as samples of catalogue records, vendor status reports and Edifact invoices) in electronic format via email and, if so, to which email address.

Reply 3

In general, answers to questions should be addressed as much as possible on the Technical and Economic offer form. Sample files such as the above mentioned may be sent to the LibraryTender@eui.eu email address or, alternatively, saved on a USB stick to be sent together with the print tender documents.

Question 4

Regarding the Technical specifications, questions 2.2 E-Books iii and iv, would it be possible to be provided with a list of desired publishers for all tenderers to indicate if they can or cannot supply? How many points are these questions worth?

Reply 4

The evaluation of the technical offer is based on the current situation offered by the supplier. The total score assigned for E-books (B2.2) is 8 points which will be based on a general evaluation of the replies given to the questions within this paragraph.

Question 5

With reference to point B.1.2.ix, can you please indicate whether the economic offer related to the service for classifying items according to your scheme and providing data to the Library system, should be made under the Standard Book Supply Pricing Formula or under added-value services of the Economic Proposal Form?

Reply 5

Any economic offers made for the service for classifying items should be listed under B2.7 - Other added-value services on the Economic Proposal Form. This applies also to any other services not covered by the Standard Book Supply Pricing Formula.