

1. Question

Is it possible to receive the tender documents also in Italian language?

Answer

We do confirm that it is possible receiving tender documents in Italian, upon explicit request to be sent to BFA.Tender@eui.eu.

We take the opportunity to highlight that the official documents are the ones in English; in case of doubts and/or contrasts, the English version will prevail.

2. Question

Is it necessary receiving a “personal” letter of invitation for participating in your open call?

Answer

Absolutely not, the participation is open to all providers interested in and complying with the minimum requirements.

3. Question

Our agency did not have alone generated in the last 3 years a turnover of euro 2500000,00 per year; is it necessary to make joint venture o contract with authentic notary in order to meet this requirement and send all documents of other company?

Answer

It is not possible for a tenderer not meeting the minimum requirements to participate in this procedure. It is possible to create a Temporary Group of Companies (TGC).

In accordance with the provision of the tender documentation, any TGC shall comply with all legal provisions and all the relevant documents shall be submitted.

4. Question

In case of TGC, is it necessary constitution before of 15 Oct or it is possible making constitution after possible award?

Answer

In case of TGC, the tender shall clearly indicate the willing of forming a TGC but the legal constitution shall be necessary only in case of award before the signature of the framework contract.

5. Question

On Annex I - Tender Specifications at page 7/33 you wrote that *“The Fee shall be all inclusive (booking, modification, cancellation, etc.)”*.

What do you mean? It’s not clear if you mean that in case of cancellation/modification the fee will cover the cost for our work or if you mean that in those cases you will pay only the fee and not any penalty related to the service modified or cancelled.

Answer

The fee will cover the costs for the travel agency’s work (including all actions taken for booking, modification, cancellation, etc.). However, any penalties not depending on the travel agency but on the service provider will be paid separately.

6. Question

Talking about Annex II A: in order to explain all the brief descriptions required in the blocks, is it possible to make reference to attachments (underlining the exact name of the Attachment) or do we have to write inside the blocks?

Answer

As stated at the bottom of “Annex II-A Technical offer form”, it is required to submit a detailed technical proposal, taking care to indicate specific references in the table in the Annex II-A.