



Directorate Resources
Calls for Tender and Contracts Unit

Luxembourg, 10 February 2009
Opoc.e.r.2 (2009) N° de sauvegarde 24294 / ARES
Ref: LF/NM – 2009-02-10 24294-cl-6-all.doc

FAX + REGISTERED LETTER

Subject: Call for Tender 10186, clarification No 6

Title: "Production and dissemination of the Supplement to the Official Journal of the European Union: TED website, OJS DVD-ROM and related offline and online media"

Ref.: (09) 21120 of 05/02/2009

Dear Sir, Madam,

Please note the following answers to questions raised concerning the above-mentioned invitation to tender:

Q1: Technical Specifications, 2.6.2.1 Documents to provide concerning the technical and professional capacity of the tenderer, "A brief description of the tenderer activity relating to the kind of services involved in this call for tender with supporting documents", p.15

Please provide explicit information as regards the supporting documents requested under the selection criteria. In "Annex 5 – List of documents to provide" of the tender specifications only a "brief description of the tenderer's economic relating to the submission involved in this call for tender" is requested.

A1: Annex 5 is just a summary to check that all requested documents have been included and where they can be found in the offer. The tenderer must provide documents that prove that their activity covers the scope of this call for tenders.

Q2: Technical Specifications, 2.7.2 Evaluation of the technical award criteria, 1 System to be developed, p.16

Could you please clarify whether the tenderers are required to include in their offer a proposal for the design of the DVD-ROM sleeve and/or label?

A2: No, the designs will be provided by the Publications Office.

Q3: *Technical Specifications, 2.7.2 Evaluation of the technical award criteria, 4 SLA, p.16*

Please confirm that references to (and from) the SLA can be made from the other Award criteria.

A3: Yes, where strictly relevant and with precise references.

Q4: *Technical Specifications, 4.2.2. The notices to be displayed, p.30*

Could you please provide information as regard the time stamping procedure currently in place? Is there a web tool available to the Office for this process?

A4: Presently there is no time stamping procedure in place. It is up to the tenderer to provide the procedure and tool to implement this requirement in accordance with the specifications. Please see also A7 of Clarification N° 1 of 23/01/2009.

Q5: *Technical Specifications, 4.2.3, p.33*

Do you confirm that the Office is favoring the following license policies (in order of preference):

- *open source solutions;*
- *free licenses for disseminated or end-user products;*
- *site license for application servers.*

A5: The Office does not have any preferences in the listed types of software. Nonetheless, as described in 4.2.3 of the technical specifications, the Publications Office encourages the usage of open source solutions.

Q6: *Technical Specifications, 4.2.4.2.9 Machine Translation, p.42*

Does the existing TED system make use one of the Commission's translation machines (ECMT) for the translation of notices?

A6: Yes.

Q7: *Please clarify whether the contractor will also host the FTP server for the license holders.*

A7: Yes.

Q8: *Technical Specifications, 4.6.1.2 Helpdesk, ticket resolving times, p.70*

Please clarify whether the required MRTs refer to incidents reported to the second level Helpdesk of the contractor during working hours.

A8: Yes, as specified in 4.2.10 of the Technical Specifications.

Q9: *Technical Specifications, 4.8.3 – Shadowing Period, p.73*

- a) *Could you please explicitly specify the source (the Office or the incumbent contractor) from which the new contractor will receive the data to be migrated to the newly developed system together with technical details (format, means of transmission, etc) of these data.*
- b) *Could you please provide us with details regarding the technical environment of the source system (e.g database, CMS, etc). Please note that this*

information is essential for the tenderers in order to prepare their proposal for the migration process.

A9: The new contractor will receive the data from the Office electronically in different forms for example XML and excel. There will be no communication between the new and incumbent contractor.

Q10: *Technical Specifications, 4.9.3 - Project Organisation, p.78*

Please confirm that tenderers are not required at the tendering phase to name the individual who will undertake the execution of the services.

A10: No the tenderer does not need to name the individual at this stage.

Q11: *Annex 1, Price Schedule*

a) *Hand-over (additional service)*

Please elaborate on the meaning of the term "additional service".

b) *Environment for license holders: "Production of a downloadable set of files placed on a FTP server"*

We understand that this part of the financial proposal refers to the daily production of the license holders data which are not to be uploaded to the FTP server.

c) *In case the aforementioned observations are clerical mistakes, could you please provide us with an updated version of the financial offers template?*

A11:

a) Hand-over refers to the hand-over of all source codes, data and full documentation at the end of the contract to the next contractor. This is referred to as an additional service since it is not yet known whether this will be necessary or not, a future contract could also be from scratch as is the case for this call for tenders.

b) The price schedule clearly states "Production of a downloadable set of files placed on a FTP server" it is up to the contractor to place the files on the FTP server see also A7 above.

Q12: *Could you please inform us for the total volume (in Kb) of the storage notices during the last years? Please indicate also approximately the volume of each notice.*

A12: As the solution requested in this Calls for Tender is different to the existing situation the total volume of the storage notices during the last year is irrelevant. The following information could be useful for the storage calculation:

- Total amount of one daily edition is about 110-120MB (including the notices in html and xml format as well as the summaries, everything in all language versions). Number of editions per year is approximately 250.
- The amount of particular notices based on the different file formats was described in A6 of clarification No 5 of 4/02/2009.

Q13: *Regarding your answer to question 4 of the Clarification no3, could you please provide us with the statistics results concerning the production of CDs that were produced during the last years?*

A13: Please find in annex the statistics concerning the production of the CD ROM we draw your attention once again to what is written in A4 of Clarification n°3 of 29 January 2009. Presently the CD-ROM is produced twice a week and contains the previous 5 editions of the OJ S, hence all notices appear on two CD-ROMs. More CD-ROMs are presently produced on Fridays since the CD-ROMs are only sent to contracting authorities once:

CD-ROM production day	Sent to subscribers and awarding authorities publishing on Saturdays and Tuesdays	Sent to subscribers and awarding authorities publishing on Wednesdays, Thursdays and Fridays
Tuesday	✓	
Friday		✓

Q14: According to the ToRs (page 35), the concurrent users are defined as follows:

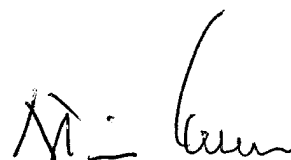
"To be considered concurrent users, users have to be active. "Active" implies they are doing something such as:

- *Manually performing a function on a web page (client function)*
 - *Executing a function (server or application function)*
 - *Physically reading a downloaded document in their browser window (possibly holding open connections).*
 - *Waiting to receive data (HTTP request& receive) "*
- a) *Is there any specific fraction of the 500 concurrent that should be allocated in each of the aforementioned bullets? Please clarify what percentage of the 500 concurrent users should be allocated on each of the four categories of the above definition.*
- b) *Concerning the forth bullet and in particular in the case when the end user is "waiting to receive data (HTTP request & receive) ", could you please clarify if this implies the data transferred for one (1) HTTP Request message from the client to the server and one (1) HTTP Response message from the server to the client.*

A14:

- a) No there is no specific fraction of the 500 concurrent users that should be allocated to each bullet point. The four bullets are examples of activities of users it is therefore irrelevant to divide these activities into percentages.
- b) The fourth bullet means one HTTP request from the client to the server and one corresponding HTTP answer from the server to the client.

Yours faithfully,



António Carneiro
Head of Unit

Annex to Clarification 6
Quantity (entering stock) of the OJ S (2007 and 2008)

2007

Catalogue N°	Stock entrance date	Monday	Tuesday	Wednesday	Friday
FXAS07001D2Z	5/01/2007				6 020
FXAS07002D2Z	9/01/2007		5 120		
FXAS07003D2Z	12/01/2007				6 300
FXAS07004D2Z	16/01/2007		5 600		
FXAS07005D2Z	19/01/2007				6 300
FXAS07006D2Z	23/01/2007		5 400		
FXAS07007D2Z	26/01/2007				6 420
FXAS07008D2Z	30/01/2007		5 520		
FXAS07009D2Z	2/02/2007				6 520
FXAS07010D2Z	6/02/2007		5 600		
FXAS07011D2Z	9/02/2007				6 400
FXAS07012D2Z	13/02/2007		5 420		
FXAS07013D2Z	16/02/2007				6 420
FXAS07014D2Z	20/02/2007		5 620		
FXAS07015D2Z	23/02/2007				6 500
FXAS07016D2Z	27/02/2007		5 470		
FXAS07017D2Z	2/03/2007				6 480
FXAS07018D2Z	6/03/2007		5 600		
FXAS07019D2Z	9/03/2007				6 500
FXAS07020D2Z	13/03/2007		5 620		
FXAS07021D2Z	16/03/2007				6 220
FXAS07022D2Z	20/03/2007		5 420		
FXAS07023D2Z	23/03/2007				6 200
FXAS07024D2Z	27/03/2007		5 320		
FXAS07025D2Z	30/03/2007				6 320
FXAS07026D2Z	3/04/2007		5 000		
FXAS07027D2Z	4/04/2007			5 000	
	10/04/2007		1 090		
FXAS07028D2Z	10/04/2007		5 000		
FXAS07029D2Z	13/04/2007				5 600
FXAS07030D2Z	17/04/2007		5 000		
FXAS07031D2Z	20/04/2007				5 900
FXAS07032D2Z	24/04/2007		5 000		
FXAS07033D2Z	27/04/2007				6 100
FXAS07034D2Z	30/04/2007	5 000			
FXAS07035D2Z	4/05/2007				5 700
FXAS07036D2Z	8/05/2007		5 000		
FXAS07037D2Z	11/05/2007				5 325
FXAS07038D2Z	15/05/2007		5 000		
FXAS07039D2Z	16/05/2007			5 000	
	21/05/2007	10			
FXAS07040D2Z	22/05/2007		5 085		

Annex to Clarification 6

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2007

Catalogue N°	Stock entrance date	Monday	Tuesday	Wednesday	Friday
FXAS07041D2Z	25/05/2007				6 000
FXAS07042D2Z	29/05/2007		5 010		
FXAS07043D2Z	1/06/2007				5 900
FXAS07044D2Z	5/06/2007		5 010		
FXAS07045D2Z	8/06/2007				6 000
FXAS07046D2Z	12/06/2007		5 025		
FXAS07047D2Z	15/06/2007				5 825
FXAS07048D2Z	19/06/2007		5 010		
FXAS07049D2Z	22/06/2007				5 675
FXAS07050D2Z	26/06/2007		5 025		
FXAS07051D2Z	29/06/2007				5 700
FXAS07052D2Z	3/07/2007		5 125		
FXAS07053D2Z	6/07/2007				6 025
FXAS07054D2Z	10/07/2007		5 010		
FXAS07055D2Z	13/07/2007				6 125
FXAS07056D2Z	17/07/2007		5 125		
FXAS07057D2Z	20/07/2007				6 400
FXAS07058D2Z	24/07/2007		5 500		
FXAS07059D2Z	27/07/2007				6 100
FXAS07060D2Z	31/07/2007		5 100		
FXAS07061D2Z	3/08/2007				6 000
FXAS07062D2Z	7/08/2007		5 250		
FXAS07063D2Z	10/08/2007				5 825
FXAS07064D2Z	14/08/2007		5 300		
FXAS07065D2Z	17/08/2007				5 010
FXAS07066D2Z	21/08/2007		5 010		
FXAS07068D2Z	28/08/2007		5 010		
FXAS07069D2Z	31/08/2007				5 010
FXAS07070D2Z	4/09/2007		5 010		
FXAS07071D2Z	7/09/2007				5 585
FXAS07072D2Z	11/09/2007		5 010		
FXAS07073D2Z	14/09/2007				5 300
FXAS07074D2Z	18/09/2007		5 010		
FXAS07075D2Z	21/09/2007				5 825
FXAS07076D2Z	25/09/2007		5 010		
FXAS07077D2Z	28/09/2007				5 675
FXAS07078D2Z	2/10/2007		5 010		
FXAS07079D2Z	5/10/2007				5 800
FXAS07080D2Z	9/10/2007		5 010		
FXAS07081D2Z	12/10/2007				5 625
FXAS07082D2Z	16/10/2007		5 010		
FXAS07083D2Z	19/10/2007				5 900
FXAS07084D2Z	23/10/2007		5 175		

Annex to Clarification 6

Quantity (entering stock) of the OJ S (2007 and 2008)

2007

Catalogue N°	Stock entrance date	Monday	Tuesday	Wednesday	Friday
FXAS07085D2Z	26/10/2007				5 775
FXAS07086D2Z	30/10/2007		5 010		
FXAS07087D2Z	31/10/2007			5 010	
FXAS07088D2Z	6/11/2007		5 125		
FXAS07089D2Z	9/11/2007				5 900
FXAS07090D2Z	13/11/2007		5 200		
FXAS07091D2Z	16/11/2007				6 050
FXAS07092D2Z	20/11/2007		5 300		
FXAS07093D2Z	23/11/2007				5 925
FXAS07094D2Z	27/11/2007		5 010		
FXAS07095D2Z	30/11/2007				5 800
FXAS07096D2Z	4/12/2007		5 010		
FXAS07097D2Z	7/12/2007				5 650
FXAS07098D2Z	11/12/2007		5 200		
FXAS07099D2Z	14/12/2007				6 075
FXAS07100D2Z	18/12/2007		5 010		
FXAS07101D2Z	21/12/2007				6 250
FXAS07102D2Z	21/12/2007				5 010
FXAS07103D2Z	21/12/2007				6 250
FXAS07104D2Z	21/12/2007				5 010
Total		5 010	254 505	15 010	296 225

Annex to Clarification 6

Quantity (entering stock) of the OJ S (2007 and 2008)

2008

Catalogue N°	Stock entrance date	Tuesday	Wednesday	Thursday	Friday
FXAS08001D2Z	4/01/2008				5 010
FXAS08002D2Z	8/01/2008	5 175			
FXAS08003D2Z	11/01/2008				5 650
FXAS08004D2Z	15/01/2008	5 010			
FXAS08005D2Z	18/01/2008				6 550
FXAS08006D2Z	22/01/2008	5 850			
FXAS08007D2Z	25/01/2008				5 950
FXAS08008D2Z	29/01/2008	5 575			
FXAS08009D2Z	1/02/2008				6 225
FXAS08010D2Z	5/02/2008	5 400			
FXAS08011D2Z	8/02/2008				6 500
FXAS08012D2Z	12/02/2008	5 030			
FXAS08013D2Z	15/02/2008				6 900
FXAS08014D2Z	19/02/2008	5 400			
FXAS08015D2Z	22/02/2008				6 250
FXAS08016D2Z	26/02/2008	5 500			
FXAS08017D2Z	29/02/2008				6 250
FXAS08018D2Z	4/03/2008	5 150			
FXAS08019D2Z	7/03/2008				6 200
FXAS08020D2Z	11/03/2008	5 010			
FXAS08021D2Z	14/03/2008				5 600
FXAS08022D2Z	18/03/2008	5 210			
FXAS08023D2Z	18/03/2008	5 600			
	25/03/2008	205			
FXAS08024D2Z	18/03/2008	5 120			
FXAS08025D2Z	28/03/2008				6 200
FXAS08026D2Z	1/04/2008	5 010			
FXAS08027D2Z	4/04/2008				5 550
FXAS08028D2Z	8/04/2008	5 010			
FXAS08029D2Z	11/04/2008				5 450
FXAS08030D2Z	15/04/2008	5 010			
FXAS08031D2Z	18/04/2008				5 750
FXAS08032D2Z	22/04/2008	5 010			
FXAS08033D2Z	25/04/2008				6 200
FXAS08034D2Z	29/04/2008	5 010			
FXAS08035D2Z	30/04/2008		6 200		
FXAS08036D2Z	6/05/2008	5 010			
FXAS08037D2Z	8/05/2008			5 300	
FXAS08038D2Z	13/05/2008	5 010			
FXAS08039D2Z	16/05/2008				6 025
FXAS08040D2Z	20/05/2008	5 010			
FXAS08041D2Z	23/05/2008				5 266
FXAS08042D2Z	27/05/2008	5 010			
FXAS08043D2Z	30/05/2008				5 725

Annex to Clarification 6
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2008

Catalogue N°	Stock entrance date	Tuesday	Wednesday	Thursday	Friday
FXAS08044D2Z	3/06/2008	5 010			
FXAS08045D2Z	6/06/2008				5 900
FXAS08046D2Z	10/06/2008	5 010			
FXAS08047D2Z	13/06/2008				5 075
	17/06/2008	60			
FXAS08048D2Z	17/06/2008	5 010			
FXAS08049D2Z	20/06/2008				5 700
FXAS08050D2Z	24/06/2008	5 010			
FXAS08051D2Z	27/06/2008				6 300
FXAS08052D2Z	1/07/2008	5 010			
FXAS08053D2Z	4/07/2008				5 300
FXAS08054D2Z	8/07/2008	5 010			
FXAS08055D2Z	11/07/2008				6 050
FXAS08056D2Z	15/07/2008	5 100			
FXAS08057D2Z	18/07/2008				5 500
FXAS08058D2Z	22/07/2008	5 010			
FXAS08059D2Z	25/07/2008				5 840
FXAS08060D2Z	29/07/2008	5 250			
FXAS08061D2Z	1/08/2008				5 500
FXAS08062D2Z	5/08/2008	5 010			
FXAS08063D2Z	8/08/2008				6 050
FXAS08064D2Z	12/08/2008	5 010			
FXAS08065D2Z	14/08/2008			5 010	
FXAS08066D2Z	19/08/2008	5 100			
FXAS08067D2Z	22/08/2008				5 125
FXAS08068D2Z	26/08/2008	5 010			
FXAS08069D2Z	29/08/2008				5 160
FXAS08070D2Z	2/09/2008	5 010			
FXAS08071D2Z	5/09/2008				5 210
FXAS08072D2Z	9/09/2008	5 010			
FXAS08073D2Z	12/09/2008				5 730
FXAS08074D2Z	16/09/2008	5 010			
FXAS08075D2Z	19/09/2008				5 010
FXAS08076D2Z	23/09/2008	5 010			
FXAS08077D2Z	26/09/2008				5 250
FXAS08078D2Z	30/09/2008	5 010			
FXAS08079D2Z	3/10/2008				5 100
FXAS08080D2Z	7/10/2008	5 250			
FXAS08081D2Z	10/10/2008				5 010
FXAS08082D2Z	14/10/2008	5 600			
FXAS08083D2Z	17/10/2008				5 950
FXAS08084D2Z	21/10/2008	5 010			
FXAS08085D2Z	24/10/2008				5 050

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2008

Catalogue N°	Stock entrance date	Tuesday	Wednesday	Thursday	Friday
FXAS08086D2Z	28/10/2008	5 225			
FXAS08087D2Z	31/10/2008				5 880
FXAS08088D2Z	4/11/2008	5 100			
FXAS08089D2Z	7/11/2008				5 750
FXAS08090D2Z	11/11/2008	5 010			
FXAS08091D2Z	14/11/2008				5 450
FXAS08092D2Z	18/11/2008	5 010			
FXAS08093D2Z	21/11/2008				5 500
FXAS08094D2Z	25/11/2008	5 010			
FXAS08095D2Z	28/11/2008				5 475
	2/12/2008	150			
FXAS08096D2Z	2/12/2008	5 010			
FXAS08097D2Z	5/12/2008				5 875
FXAS08098D2Z	9/12/2008	5 010			
FXAS08099D2Z	12/12/2008				5 800
FXAS08100D2Z	16/12/2008	5 010			
FXAS08101D2Z	19/12/2008				6 050
FXAS08102D2Z	23/12/2008	5 010			
FXAS08103D2Z	23/12/2008	6 050			
FXAS08104D2Z	30/12/2008	5 425			
FXAS08105D2Z	31/12/2008		5 010		
Total		277 865	11 210	10 310	268 841