



Publications Office

Directorate R – Resources

Calls for tender and contracts Unit

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Luxembourg,

Op.r.2(2011)N°SAUV 516 934- ARES/

Ref: AO 10340 - Additional information n° 4

Object: Call for Tenders n° 10340 - Additional information n° 4

Ref: Requests for additional information [ARES: 502 726 and 514 632]

Dear Sir or Madam,

Concerning the above-mentioned Call for Tenders, after having received questions from the tenderers, we are informing you of the following:

Q1: Would it be possible to know if a financial offer (based on your estimation form) can be superior to the budget allocated to the lot? The clarification is requested for the four lots.

A1: The estimated values given are estimations of the values for the contract and lots.

The tenderers may calculate values above, below or equal to these estimations using the estimation form.

The tenderers attention is drawn to point 2.9 of the specifications where by the contract will be awarded to the tenderer offering the best value for money in accordance to the following formula.

In order to identify the offer presenting the best value for money, quality will be given a weighting of 50 % and price will be given a weighting of 50 %, using only data from bids that have reached the final evaluation stage.

$$R = \left(50 \times \frac{Q}{Q_{max}} \right) + \left(50 \times \frac{P_{min}}{P} \right)$$



where:

- R stands for value for money
- Q stands for quality score for the bid in question
- Qmax stands for quality score for the bid obtaining the highest quality mark [in the lot]
- Pmin for lots 1-3 -stands for the "*TOTAL PRICE (A+B+C)*" of the Estimation Form for the lowest bid [for the lot]
for lot 4 -stands for the "*TOTAL PRICE (A+B)*" of the Estimation form for the lowest bid.
- P for lots 1-3 -stands for the "*TOTAL PRICE (A+B+C)*" of the Estimation Form of the bid in question
for lot 4 -stands for the "*TOTAL PRICE (A+B)*" of the Estimation Form of the bid in question

Q2: Concerning point 2.7.1 of the specification page 19/135, could you please clarify the terms "Information concerning familiarisation of the tenderer's staff with the applications concerned"? Are you talking about the way we intend to do so or the fact that some people of the tenderer's staff are maybe already familiar with these specific OP applications.

A2: Information concerning familiarisation of the tenderer's staff with the applications concerned" in point 2.71 refers to how the tenderer intends to familiarise his staff with the applications concerned.

Maria Manuela Cruz
Maria Manuela CRUZ
Head of Unit