

Invitation to tender no. ACER/OP/ADMIN/12/2012

**Web applications development services and IT consultancy services for the
implementation of REMIT Information System (ARIS) for the Agency for the
Cooperation of Energy Regulators**

Answers to questions 11 to 14

Question no. 11:

We would like to ask about filling the price tables in Annex I_0 Tender Specifications document, chapter 20.2.1 Price for LOT 1. It is not clear to us, how to fill TABLE 1, 2, 3 in connection with "The formulae to calculate the total reference price for Lot 1" table, and specially it's last row.

Answer no. 11:

The tenderer has to fill in Annex II "Financial Offer". On the basis of the information provided in Annex II the total reference price shall be calculated by the Agency, for each lot separately, as indicated in the tender specifications (the formulae how the total reference price shall be calculated is described in point 20.2 of tender specifications). This will be used solely for the purpose of this evaluation and has no contractual value. The tenderers should not fill in any tables which are a part of Annex I "Tender Specifications".

Question no. 12:

Annex I, section 11.2 states "Any expenses incurred by the Contractor within the framework of these meetings (i.e. travel costs, subsistence allowance or any other related costs) shall not be reimbursed separately by the Agency. Quoted prices should be all inclusive." Yet Annex II states "Costs related to travel and subsistence expenses should not be included in the price quote." When quoting prices in a Case Study and in Annex II do you want "all inclusive" prices or not?

Answer no. 12:

The wording in Annex I, section 11.2 stating "Any expenses incurred by the Contractor within the framework of these meetings (i.e. travel costs, subsistence allowance or any other related costs) shall not be reimbursed separately by the Agency. Quoted prices should be all inclusive." is the one that is correct and shall be applied.

The wording in Annex II "price quote" for Lot 1 is correct and shall be applied. The tenderer shall quote all inclusive prices.

The wording in Annex II “price quote” for Lot 2 is not correct and should read “Important: a single amount must be entered in the boxes below. It should not be accompanied by any comments or remarks of any kind. Tenderers should add additional experts if presented in the technical tender with CVs. Any tender not meeting these conditions may be considered invalid and may be rejected.” This wording shall apply. The tenderer shall quote all inclusive prices.

The prices quoted for the case study shall be all inclusive.

Question no. 13:

The ITT Covering Letter, section 4 states “The inner envelope must also contain two sealed envelopes, one containing the technical specifications and the other the financial bid. Each of these envelopes must clearly indicate the content (“Technical” and “Financial”).” Yet Annex I, section 15 refers to:

“The tenderer’s offer should include:

- A. The declaration on honour relating to the exclusion criteria listed under point 18 of these tender specifications (model provided in Annex I.3 to these tender specifications), fully completed and signed and dated by the tenderer;
- B. All the documents relating to the selection criteria listed under point 19 of these tender specifications;
- C. The financial offer based on the model in Annex II to the invitation to tender, signed and dated by the tenderer;
- D. The technical tender, as described at point 16 of these tender specifications;
- E. The case studies, as described at point 17 of these tender specifications.”

Which of the above A-E constitutes the content of the “Technical” and “Financial” labelled envelopes?

Answer no. 13:

The content of the “Technical” labelled envelope shall include the cover letter, duly filled in reference table and the documents stated under points A, B, D and E.

The content of the “Financial” labelled envelope shall include the documents stated under point C, namely the financial offer.

Question no. 14:

Please can you clarify that the “financial offer” (being part of a Case Study) referred to in Annex I, section 17, is different to the “financial offer” (referred to elsewhere) and defined in Annex II.

Answer no. 14:

The “financial offer” referred to in Annex I, section 17 (case study) is different from the “financial offer” referred to elsewhere in the tender documentation and defined in Annex II (price quote).

The “financial offer” referred to in Annex I, section 17 relates to the case study and as such it will be evaluated as a part of the technical quality.

The “financial offer” referred to in Annex I, section 17 (case study) shall be consistent with data in Annex II (price quote).