



**EUROPEAN COMMISSION**  
DIRECTORATE-GENERAL  
TAXATION AND CUSTOMS UNION  
Resources  
**Taxation systems & IT compliance**

Brussels,  
taxud.r.1(2013)3023329

**Subject: Call for tenders TAXUD/2013/AO-03 (TIMEA2) – replies to questions**

Dear Madam, Dear Sir,

Enclosed you will find the replies to all the questions received up to 05/08/2013.

This letter is being posted on the website of the Directorate-General for Taxation and Customs Union, at the following URL (“Questions & Answers” section):

[http://ec.europa.eu/taxation\\_customs/common/tenders\\_grants/tenders/ao\\_2013\\_03\\_en.htm](http://ec.europa.eu/taxation_customs/common/tenders_grants/tenders/ao_2013_03_en.htm)

Questions received subsequently will be answered in further letters which will be placed regularly on the same website. Prospective tenderers are invited to monitor this site attentively.

As mentioned in the invitation letter (ref. Ares(2013)2693873 date 17/07/2013) published with the tender documents, requests for additional information received less than five working days before the closing date for submission of tenders, i.e. after 09/09/2013, will not be processed.

*e-signed*  
Paul-Hervé Theunissen  
Head of Unit

**Question no. 1**

Annex 1 (Questionnaire), p. 11: The CVs must be of consultants under a contractual relationship with the tenderer at the time of tendering (the tenderer has to provide proof): could you specify what (document or other) you expect as proof?

**Reply**

We expect any proof (or extracts of such proof) for such contractual relationship as long as they are valid according to national law (e.g. service/labour contracts).

**Question no. 2**

Annex 1 (Questionnaire), p. 22, Question 4.6: Subcontracting: are we correct in understanding that the answer to that question has to be provided at consortium level in case of a joint offer, and not per company?

**Reply**

Your understanding is correct.

**Question no. 3**

Guidebook for tenderers, p. 12: replies... which should not exceed 2 pages par question: does that limit apply to all answers of the questionnaire, where a reference has to be provided? i.e. does it apply to section 4 (technical and professional capacity) as well as to section 5 (technical evaluation criteria)?

**Reply**

The Tenderers are invited to respect the limitation of two pages per question to the most possible extent. Answers to some questions (in particular, to complex questions) may exceed two pages per question, if deemed necessary by the tenderer.

Please note that this limitation does not concern either the supporting documents, as their length can be more than two pages.

**Question no. 4**

Annex 1, Guidebook and files provided: no clear relationship is made between the requirements of the questionnaire (p.8 and 9), the guidebook and the files provided. Regarding the Exclusion criteria, are we correct in understanding that:

- (1) Annex 5 has to be provided as Affidavit for item 3 (p. 8 of the questionnaire)
- (2) Annex 6 has to be provided as Affidavit for item 9 (p. 8 of the questionnaire)
- (3) There is not template (Annex) for item 8 (p. 8 of the questionnaire)

If not, could you please specify where those documents should appear?

**Reply**

- (1) Yes
- (2) Yes
- (3) Item 8 is covered by Annex V (declaration of honour with respect to the exclusion criteria), point “f”.

**Question no. 5**

Regarding the identification of the tenderer (p 2 and 6 of the questionnaire), are we correct in understanding that:

- (1) Annex 7 legal entities – has to be provided under the Identification section of the questionnaire (or is it under “tender form”?)
- (2) Annex 8 Financial identification – has to be provided under the “tender form” section of the proposal?
- (3) Annex 10d Power of attorney - – has to be provided under the “tender form” section of the proposal?

If not, could you please specify where those documents should appear?

**Reply**

- (1) Either choice (identification or “tender form”) is fine.
- (2) Either choice (identification or “tender form”) is fine.
- (3) Correct.

**Question no. 6**

Questionnaire page 19, 4.4.1.1. Client References «provided in the past three years» Our understanding is that those projects that started before but that were finalised during the last three years are accepted. Could you please confirm if our understanding is correct? On the same sense, are project which are still on-going accepted?

**Reply**

Your understanding is correct. Client references of on-going projects are indeed acceptable.

**Question no. 7**

Guidebook for tenderers, page 12 of 21, point 6.2.5.3. Our understanding is that all replies should be limited to a maximum length of 2 pages for both Selection criteria and

technical criteria. Could you please let us know if it applies also to the Project References?

**Reply**

Please see the reply to question 3.

**Question no. 8**

Terms of references, profiles description 5.2.8.Infrastructure Architect. We assume that the list of technical Knowledge (page 53) has to be covered not by each profile but among all three (it means we can provide CV of consultant with deep knowledge in certain areas, not all, but among the 3 CVs we must cover the mentioned list) Could you please confirm if our understanding is correct?

**Reply**

Your understanding is correct. We also expect that each CV includes the broadest possible set of the required expertise listed on point 5.2.8. Infrastructure Architect.