Ref. Ares(2014)3432109 - 16/10/2014

EUROPEAN COMMISSION
DIRECTORATE-GENERAL
TAXATION AND CUSTOMS UNION
Direct taxation, Tax Coordination, Economic Analysis and Evaluation
Economic analysis, evaluation & impact assessment support

Brussels,
taxud.r1 (2014)3737112

Subject: **Call for tenders TAXUD/2014/AO-01 (Provision of economic analysis in the area of taxation)**

- Replies to questions

Dear Madam, Dear Sir,

You will find in the Annex to this letter the replies to the questions received from 13/10/2014 to 14/10/2014 (questions 11 to 14).

This letter is being posted on the website of the Directorate-General for Taxation and Customs Union, at this URL address.

http://ec.europa.eu/taxation_customs/common/tenders_grants/tenders/ao_2014_01_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(2014)2731004 - 20/08/2014) 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 22/10/2014, will not be processed.

Yours faithfully,

(e-signed)
Gaëtan Nicodème
Head of Unit

Question no. 11

According to the tendering specifications, paragraph 9.2.2 (4) "A list of references in relation to similar services provided for the last three years, including the client references, the number of consultants provided, the associated volumetric, dates and duration, financial amounts, and certification of the services provided by the recipients, public and private;" should be provided. Is this the same as point "4.3 Client References" of annex 1 Questionnaire or it is an additional document. If it is an additional document, then where shall we include it in the Questionnaire? Finally, what do you mean by the term "certificate" of the reference? Is this a certification from the client about fulfilling our obligations? If that is the case and if the client does not issue such a document (like many EU organisations such as DG Research) then shall we substitute this certification with a declaration from our authorised representative?

Reply

Please fill in only the table as specified in section 4.3 Client References of Annex 1 (Questionnaire).

Question no. 12

In the proposal we will include 6 members of our research group but, if the tenders is granted, we might need collaboration from researchers that have not been included in the project; it would be any problem if researchers that were not included in the proposal collaborate in the project? Could we change the composition of our team (we are thinking about junior economists without permanent positions in xxxxx that may change of institution) lately?

Reply

We understand that you intend to propose researchers as subcontractors. We bring to your attention that, during the implementation of a contract, the contractor has the right to formally request the change/addition of subcontractor(s) pending formal approval of the Commission following assessment against the relevant criteria stipulated in the tendering specifications.

Question no. 13

According to your answer in question 6, if a subcontractor is a person then he also has to complete section 1 of annex 1. If a person is a subcontractor that means that we are going to submit his CV. Thus his name is going to be printed in section 1 of annex 1 which is not allowed according to the guidebook to tenderers section 6.3.4 and section 6.4.3. May I kindly ask you to advise me on that? Shall we not include his name in section 1 of annex 1 and just give a number or a code?

Reply

If a tenderer intends to submit the CVs of subcontractors being natural persons (freelancers), for whom information is to be provided in Section 1 of Annex 1 (Questionnaire), the freelancers will be referred to as "*subcontractor – freelancer 1*", "*subcontractor –freelancer 2*", and so on. All other relevant information will still need to be provided in attachment 1 and 2 of the Annex 1 (Questionnaire).

Question no. 14

In the annex 2, for the Mock Study, we have to describe two different but related tasks:

Task 1: Work plan, timing and resource allocation (3 pages maximum).

For the purpose of this mock study, it is assumed that the final draft report shall be delivered 10 months after the signature of the contract. Precise the research question, draw up a work plan, propose a study team structure and resource allocation plan (use only profiles as listed in the price table annexed to the tendering specifications).

In this task, we understand that have to present the work plan, the planning and the resource allocation for each task.

Task 7: Describe the cost estimation method(s) and model(s) (3 pages maximum)

Describe the method(s) and model(s) used for estimating cost and effort and illustrate how the use of this method(s)/model(s) lead to the resource allocation plan requested in Task 1 above.

In this task, we understand that we have to present the financial offer by explaining how we have estimated this cost. The point is that the method for estimating the resource allocation (task 1) should be therefore explained in task 7 and not in task 1.

Is our understanding correct?

Reply

Your understanding is correct.