



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

Brussels,
taxud.r.1(2015)144249

**Subject: Call for tenders TAXUD/2014/AO-06 –
Provision of evaluation and impact assessment-related services –
Replies to questions**

Dear Sir, dear Madam,

Please find enclosed the reply to a question received on 13/01/2015 (question 1).

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_2014_06_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(2015)12193 dated 05/01/2015) 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 09/02/2015, will not be processed.

Yours faithfully,

(e-signed)
Gaëtan Nicodème
Head of Unit

Question no. 1

We have questions on the staff categories as defined in the questionnaire (Annex I) and presented in the Price table (Annex III).

Do we have to understand support function (staff category IV) as clerical work, so related to administrative and secretarial tasks? In this case, why do you consider in the Price table 2400 days of support staff out of a total number of 6000 days? This proportion between staff category IV and the other categories seems to us unbalanced for this kind of service.

Reply

Staff category IV should not be understood to cover administrative and secretarial tasks, tasks that are typically covered under the heading "overhead".

Instead, staff category IV should be understood to cover junior members of personnel and/or newcomers to the profession, but nevertheless with a minimum of 2 years of work experience. We understand that in general this includes personnel assisting and supporting more experienced colleagues, but also junior consultants that do not (yet) have the minimum of 2 years of work experience in evaluation and Impact Assessment related services that would qualify them for staff category III.