



## QUESTIONS AND ANSWERS PERTAINING TO OPEN CALL FOR TENDERS S2R.17.OP.01

Provision of strategic communications, editorial support, graphical, digital and events-related communications services

17/02/2017

### LOT 4

	QUESTION	ANSWER
1.	For lot 4, for the assessment of the technical and professional capacity, tenderers are required to submit "a statement of the annual average manpower and the number of managerial staff". Can you confirm that this statement is required only for Lot 4 and not for any of the other lots?	Yes.
2.	On page 10 of the tender specifications it reads: "The S2R JU already has a service contract in place for the hosting which, at its end, will be covered by Lot 4." Could you indicate when the service contract that is currently in place is expected to end?	May 2017.
3.	On page 17 of the tender specifications, under Section 2.2.4.9, there is a reference: "see Section 4.1. for list of applications". Where is this Section 4.1. to be found?	The applications in question are those listed in the chart made available under Section 2.2.4.10.
4.	For lot 4, for the assessment of the technical and professional capacity, tenderers are required to submit "at least 2 samples of websites hosted". To what extent are these 2 samples different from the "references of at least ten assignments" that tenderers are required to submit for each lot? What is meant by "samples"?	We would like to see a reference to 2 websites hosted by the contractor. References can be relative to the past.