



QUESTIONS AND ANSWERS PERTAINING TO THE OPEN CALL FOR TENDER

S2R.2016.OP.02

Title of Contract: CCA – Human Capital

Date: 13/09/2016

27/09/2016

	DATE	QUESTION	ANSWER
1.	13/09/2015	<p>The relevant tender documents do not specify whether prefinancing and/or interim payments will be made.</p> <p>Please specify.</p>	<p>If requested by the successful tenderer, the following payment modalities may be applied:</p> <ul style="list-style-type: none">• Prefinancing: 20%• No interim payment foreseen.• Final payment.
2.	13/09/2015	<p>It is mentioned on page 21 of the Tender documents part II that "the main place of delivery shall be at S2R JU premises in Brussels, Belgium." However, on page 21 it is indicated that monthly progress calls will be set up. The latter leads us to think that the project team can also be partially working from other locations in Europe. Is it expected that the project team is working full time from the S2R JU premises?</p>	<p>The project team is <u>not</u> required to work full-time in Brussels.</p> <p>It may indeed work remotely, and is required to be present in Brussels only when project meetings entail their presence.</p>

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3.	27/09/2015	<p>Would you please provide on the following provisions of the Draft Contract (Annex III)? :</p> <p>Will the contractor be required to provide a pre-financing guarantee, performance guarantee or retention money guarantee pursuant to the Special Conditions of the contract?</p>	No.
4.	27/09/2015	<p>Will Article I.10 of the draft contract on the exploitation of the results of the contract be applicable to the services in question?</p>	<p>Article I.10.1 will apply, although it is not the S2R JU's intention to use the result for purposes other than its own.</p> <p>Article I.10.2 and I.10.3 will only apply if the application of these articles is necessary for the implementation of the contract (<i>eg</i> if a tenderer proposes a licensing scheme involving pre-existing rights).</p>
5.	27/09/2015	<p>Section 2.3.2 provides that strategies and training should start after the state of the art analysis and future skills assessment, which are scheduled to end in month 10.</p> <p>It is furthermore expected that the first version of the strategies and training will be delivered in month 9 of the study.</p> <p>Would it not be more appropriate to have the first version after month 10, so as to allow a peer review process and incorporation of final feedback from S2R JU?</p>	<p>The prescribed schedule is maintained, although adjustments may be implemented where necessary, with the prior agreement of the S2R JU.</p>

6.	27/09/2015	<p>On Page 19, the tender documents (Part II) provide that “these elements shall be placed within the wider context of possible future trends and consideration of the different categories of railway staff (e.g. difficult working hours and conditions) that might enable wider, more accurate and cost-efficient collection and processing of data.”</p> <p>What does processing of data mean? Which collection of data?</p>	<p>Considering future trends and the different categories of railway staff, the S2R JU expects the preliminary recommendations to be better targeted and, consequently, the resulting analyses to be easier to scope.</p>
7.	27/09/2015	<p>In Section 2.3.2 (“Strategies and trainings”), what is meant by “trainings”? Do you expect that the contractor to develop training activities?</p>	<p>The contractor is expected to develop <u>recommendations</u> on trainings, but not training activities, <i>per se</i>.</p> <p>Tenderers should take into consideration the provisions of Section 2.3.2.</p>
8.	27/09/2015	<p>Page 20/21: 2.6.3 Deliverables</p> <p>The contractor is expected to deliver an interim report within 6 months, and the final report within 11 months. On page 20 of the Tender Documents (Part 2), it is indicated that the final recommendations should be finalised by month 12.</p> <p>Is this the correct planning? Are the recommendations a separate report to the final report?</p>	<p>Please see the corrigendum published on 27/09/2016.</p> <p>The final version of the final report should be submitted within 12 -not 11- months of contract signature.</p> <p>Recommendations are not separate, but should be included in the final report.</p>