

Helsinki, 26/07/2010  
D(2010)

## **CORRIGENDUM**

### **Open call for tender ECHA/2010/124 – Web services**

The following corrections are made to the tendering specifications:

References to Annexes are corrected as follows:

Annex 5.4 should be read as Annex 5.3  
Annex 5.5 should be read as Annex 5.4  
Annex 5.7 should be read as Annex 5.6  
Annex 5.8 should be read as Annex 5.7  
Annex 5.9 should be read as Annex 5.8  
Annex 5.10 should be read as Annex 5.9  
Annex 5.11 should be read as Annex 5.10  
Annex 5.12 should be read as Annex 5.11

Namely:

1. Section 1.12 , page 9, instead of

“The bid must define the roles, activities and responsibilities of the proposed subcontractor(s), and the reasons why subcontracting is envisaged. Consequently, the bid must clearly identify the subcontractor(s) and document their willingness to accept the tasks and their acceptance of the terms and conditions set out in 1.9 above, in particular article II.17 of the standard framework service contract by returning the form in [Annex 5.5](#), filled in and signed.”

*It should read*

“The bid must define the roles, activities and responsibilities of the proposed subcontractor(s), and the reasons why subcontracting is envisaged. Consequently, the bid must clearly identify the subcontractor(s) and document their willingness to accept the tasks and their acceptance of the terms and conditions set out in 1.9 above, in particular article II.17 of the standard framework service contract by returning the form in [Annex 5.4](#), filled in and signed.”

---

2. Section 1.13, page 10, instead of

“Grouping of firms must nominate one party to be responsible for the receipt and processing of payments for members of the grouping, for managing the service administration, and for

coordination. The documents required and listed in the present specifications must be supplied by every member of the grouping, the checklist in [Annex 5.12](#) will help verifying the level of information to be provided according to the role of each entity in the Tender.”

*It should read*

“Grouping of firms must nominate one party to be responsible for the receipt and processing of payments for members of the grouping, for managing the service administration, and for coordination. The documents required and listed in the present specifications must be supplied by every member of the grouping, the checklist in [Annex 5.11](#) will help verifying the level of information to be provided according to the role of each entity in the Tender.”

---

3. Section 2.1, page 11, instead of

“Tenders **must include** the following information:

- all the information and documents requested by the Agency in order to assess the Tenderer. In order to help Tenderers presenting a complete Tender, a **checklist of the documents to submit is provided in [Annex 5.12](#)**. This checklist does not need to be included in the Tender but we encourage to use it in order to ease the assessment of the Tenders;”

*It should read*

“Tenders **must include** the following information:

- all the information and documents requested by the Agency in order to assess the Tenderer. In order to help Tenderers presenting a complete Tender, a **checklist of the documents to submit is provided in [Annex 5.11](#)**. This checklist does not need to be included in the Tender but we encourage to use it in order to ease the assessment of the Tenders;”

---

4. Section 2.3.3, page 14, instead of

“Tenderers must use the price list format presented in [Annex 5.7](#) to formulate their financial proposal. This price list will be annexed to the framework contract and shall constitute an integral part of it. Unit prices of the list will apply to specific contracts signed under the Framework Contract.

For the scenarios, tenderers must use the price list format presented in [Annex 5.8](#) to formulate their financial proposal. Unit prices must correspond to the prices given in Annex 5.7.”

*It should read*

“Tenderers must use the price list format presented in [Annex 5.6](#) to formulate their financial proposal. This price list will be annexed to the framework contract and shall constitute an integral part of it. Unit prices of the list will apply to specific contracts signed under the Framework Contract.

For the scenarios, tenderers must use the price list format presented in [Annex 5.7](#) to formulate their financial proposal. Unit prices must correspond to the prices given in Annex 5.6.”

5. Section 3.2.3, page 19, instead of

- a) “Customer references, including at least 5 projects where working language was English of which at least one from public sector. The customer references should be provided by using the template in [Annex 5.9](#).
- b) Statement of the permanent and technical staff. The statement should be provided by using the template in [Annex 5.10](#).
- c) The education and professional experience of the tenderer’s staff and, in particular, those of the person or persons responsible for providing the services or carrying out the tasks. The tenderer must propose not more than one qualified person per requested profile. The curriculum vitae format in [Annex 5.11](#) must be used and filled in and signed, by each person.”

*It should read*

- a) “Customer references, including at least 5 projects where working language was English of which at least one from public sector. The customer references should be provided by using the template in [Annex 5.8](#).
- b) Statement of the permanent and technical staff. The statement should be provided by using the template in [Annex 5.9](#).
- c) The education and professional experience of the tenderer’s staff and, in particular, those of the person or persons responsible for providing the services or carrying out the tasks. The tenderer must propose not more than one qualified person per requested profile. The curriculum vitae format in [Annex 5.10](#) must be used and filled in and signed, by each person.”

6. Section 3.3, page 21, instead of

<b>Award criterion</b>
Total price of the lot, as from <a href="#">section 5.8</a>

-----

<b>Final evaluation</b>
Total Quality Points of the lot / Price of the lot (as from <a href="#">section 5.8</a> ).

*It should read*

<b>Award criterion</b>
------------------------

Total price of the lot, as from <a href="#">Annex 5.7</a>
---

-----

<b>Final evaluation</b>
Total Quality Points of the lot / Price of the lot (as from <a href="#">Annex 5.7</a> ).

Section 4.4, page 31, instead of

“Tenderers must use the template in [Annex 5.8](#) for financial proposal of these scenarios.”

It should read

“Tenderers must use the template in [Annex 5.7](#) for financial proposal of these scenarios.”

Section 4.5, page 36, instead of

“For all profiles a B2 level (according to [Annex 5.11](#)) on the knowledge of the English language is required.”

It should read

“For all profiles a B2 level (according to [Annex 5.10](#)) on the knowledge of the English language is required.”

Annex 5.11, instead of

Description	Section	Coordinator or group leader in joint bid	All partners in joint bid	Single or Main contract or	Sub-contractor
Power of attorney of partners in joint bid indicating the group leader (see <a href="#">Annex 5.6</a> )	1		■		
Letter of intent of subcontractor (see <a href="#">Annex 5.5</a> .)	1				■
Legal Entity Form Download the form from : <a href="http://ec.europa.eu/budget/execution/legal_entities_en.htm">http://ec.europa.eu/budget/execution/legal_entities_en.htm</a>	1	■	■	■	■
Supporting documents for the Legal Entity File Form	1	■	■	■	
Financial Identification form Download the form from:	1	■		■	

<a href="http://europa.eu.int/comm/budget/execution/ftiers_fr.htm">http://europa.eu.int/comm/budget/execution/ftiers_fr.htm</a>					
Exclusion Criteria form (see <a href="#">section 3.1</a> and <a href="#">Annex 5.1</a> )	2	■	■	■	■
Evidence of Economic and financial capacity (see <a href="#">section 3.2.2</a> and <a href="#">Annex 5.4</a> )	3	■	■	■	
Evidence of Technical and professional capacity (see <a href="#">section 3.2.3</a> )	3	■	■	■	■

It should read

Description	Section	Coordinator or group leader in joint bid	All partners in joint bid	Single or Main contractor	Sub-contractor
Power of attorney of partners in joint bid indicating the group leader (see <a href="#">Annex 5.5</a> )	1		■		
Letter of intent of subcontractor (see <a href="#">Annex 5.4</a> .)	1				■
Legal Entity Form Download the form from : <a href="http://ec.europa.eu/budget/execution/legal_entities_en.htm">http://ec.europa.eu/budget/execution/legal_entities_en.htm</a>	1	■	■	■	■
Supporting documents for the Legal Entity File Form	1	■	■	■	
Financial Identification form Download the form from: <a href="http://europa.eu.int/comm/budget/execution/ftiers_fr.htm">http://europa.eu.int/comm/budget/execution/ftiers_fr.htm</a>	1	■		■	
Exclusion Criteria form (see <a href="#">section 3.1</a> and <a href="#">Annex 5.1</a> )	2	■	■	■	■
Evidence of Economic and financial capacity (see <a href="#">section 3.2.2</a> and <a href="#">Annex 5.3</a> )	3	■	■	■	
Evidence of Technical and professional capacity (see <a href="#">section 3.2.3</a> )	3	■	■	■	■