

## QUESTIONS AND ANSWERS

Date: 29/07/2014

*Tender ENER/C2/2014-641 for a service contract regarding "Mapping and analyses of the current and future (2020 - 2030) heating/cooling fuel deployment (fossil/renewables)"*

*Contract notice in OJEU S: 2014/S 118-208553 of 21/06/2014*

Question N°1            **Subject:** TED - question regarding a mistaken deadline

Dear Sir/Madam,

I am writing with regard to the **Service contract regarding a study on 'Mapping and analyses of the current and future (2020–2030) heating/cooling fuel deployment (fossil/renewables)'** No 2014/S 118-208553.

In the contract notice the deadline for submission of tenders is the **4 of August 2014**. Meanwhile, in the tenders invitation the deadline is the **18 of July 2014**.

I would therefore like to kindly ask you to clarify, which of the two dates indicated is the correct one.

Thank you in advance for your time and help.

Answer to Question N°1

*Thank you for your remark. We confirm that the deadline is 4/08/2014. Shortly, we will publish the relevant corrigendum of the invitation on ENER Europa website*

Question N°2            Could you please clarify the following two questions?

1. Besides the deployment of renewable, also energy efficiency (incl. Minimum standards, use of waste heat, etc.) can reduce heat demand (and thus fossil heat supply). This is not mentioned

in the scenario definition (p.13). Can you confirm that energy-efficiency is not considered in this study/scenario analysis? Or in how far it shall be considered in the scenarios?

2. On page 13 in the technical specifications, it is written „Environmental and social aspects will also be analyzed“. Can you please specify which environmental and social aspects you are referring to?

#### Answer to Question N°2

1. The first scenario under **Deliverable D3: Scenario analysis (Current policies)** is requested to consider the current energy policies, targets and proposals. For guidance, the tender specifications also provide the reference to some documents, indicated as footnote references N° 2, 3, 8, 9, 10, 11. This non-exhaustive list include, among others, COM(2014) 15 final “ A policy framework for climate and energy in the period from 2020 to 2030” of 22.1.2014, the Directive 2012/27/EU on Energy efficiency (OJ L 315/1 of 14.11.2012) and the COM(2013) 762 "Implementing the Energy Efficiency Directive – Commission Guidance".

2. The tenderer can elaborate the methodology to assess the **social** and **environmental** consequences of the choices operated with the scenarios. An indicative example of methodology is applied in the reference N°12: *Impact assessment accompanying the document "A policy framework for climate and energy in the period from 2020 up to 2030" SWD(2014) 15 final, Brussels 22.1.2014.*

#### Question N°3                      **Subject:** Request for clarification

I contact you with reference to above invitation to tender to ask for the following clarification about Selection criteria – Professional Capacity:

*“The tenderer must prove experience in the field of energy statistics, energy technologies, energy scenario analysis, economics of energy, EU energy policy with at least 2 studies delivered in each one of the above fields in the last three years with a minimum value, for each study, of EUR 200.000.”*

Could you please clarify if the required value of EUR 200.000 refers to the whole project or only to the proportion carried out by the candidate (if he participated in a Consortium)?

### Answer to Question N°3

The required minimum value of EUR 200.000 refers to the studies completed in each of the mentioned fields.

The requirement of minimum values of EUR 200.000 applies to the tenderer as a whole, meaning, taking into account the combined capacity of the tenderer – joint tenderers in the case of consortium – and subcontractors, if any.

### Question N°4            **Subject:** Additional request for clarification

I contact you with reference to above invitation to tender to ask for the following clarification about Selection criteria – Professional Capacity:

Could you please clarify if also ongoing projects can be considered as proof of professional experience, at the condition that only completed part is mentioned in the description and corresponding amount?

### Answer to Question N°4

The technical and professional capacity of tenderer is to be proven with projects completed before the deadline for the submission of tenders.

If a completed part of a larger project meets the required criteria, it can be accepted on the condition that this part of a project is clearly distinguishable of the rest of the project and has a **separable** deliverable.

### Question N°5            **Subject:** Invitation to tender ENER/C2/2014-641 for a service contract regarding "Mapping..."

I contact you with reference to above invitation to tender to ask for the following clarification about Selection criteria – Professional Capacity:

*Project Manager: At least 12 years of experience in project management, including overseeing project delivery, quality control of delivered service, client orientation and conflict resolution experience in projects of a similar size (at least EUR 1.300.000), covering at least half (by population) of the 31 countries to be covered by the tender (28 EU Member States plus Iceland, Norway and Switzerland) and in the subject area of this tender), with experience in management of team of at least 20 people.*

Could you please clarify the following points:

1. Experience on projects of similar amount (1.300.000€) shall be guaranteed during the whole period of 12 years? In other words, should this experience be continuous or can also project management of smaller projects be considered relevant?
2. Coverage of half by population of 31 countries shall be guaranteed by each project managed or by all projects as a whole?
3. For “subject area of this tender” do you mean renewable energy in general or specific experience on management of heating and cooling projects is mandatory?

Answer to Question N°5

1. The project manager needs to have at least 12 years of experience in the indicated project management activities. It is required that some of the 12 years minimum experience is done on projects of size similar to the tender maximum total price (EUR 1.300.000).
2. The population coverage refers to the whole portfolio of projects which have been managed during the overall period of time.
3. Please refer to the paragraph 2.3.a, of the Tender Specifications.

Question N°6                      Subject: "Invitation to tender ENER/C2/2014-641 for a service contract regarding "Mapping..."

I contact you with reference to above invitation to tender to ask for clarification about the following selection criteria:

*1) One expert in each field mentioned in point a. above: Relevant higher education degree and/or 10 years' professional experience in the field of energy statistics, energy technologies, energy scenario analysis, economics of energy and EU energy policy.*

Could you please clarify if proposed experts shall have both relevant higher education degree AND OVER 10 years' professional experience, or if staff with relevant higher education degree AND LESS than 10 years' professional experience will be considered eligible.

*2) The tenderer must prove capacity to draft reports in English.*

Can this requirement be proved through list of publications included in the CVs? If not, please clarify which kind of proof is expected to be provided.

Answer to Question N°6

1. It is requested that the expert has both relevant higher education degree and professional experience in the field. However, it is acceptable an expert with proven experience of at least 10 years in the field of concern, even if the relevant higher education degree is missing. The opposite situation, where there is a degree, but no experience, is not accepted.

2. Yes. But the tenderer can also, while submitting the list of services or certificates according to paragraph 2.3 (c) of the Tender Specifications, specify the language in which the reports were delivered.

Please refer also to the sub-criterion is part of the award criterion "Quality control measures", which is one of the three evaluation criteria. Please refer to paragraph 2.4 of the Tender Specifications.

Question N° 7                      Subject: TED - ENER/C2/2014-641

In the Call for Tenders ENER/C2/2014-641 it is stated on page 7 dealing with the aspect of evidence that *“List of relevant services provided in the past three years, with sums, dates and recipients, public or private. The most important services shall be accompanied by certificates of*

*satisfactory execution, specifying that they have been carried out in a professional manner and have been fully complete”d*

We will obviously be able to provide this information and but are a bit uncertain about the requirement for *certificates of satisfactory execution*. From the tender specifications, it is not completely clear how it is expected to document satisfactory execution - could you please clarify this aspect? Upon the finalization of projects, we would normally receive the final instalment and consider this an act of a satisfactory execution, but this does not entail a certification as such.

Answer to Question N°7

The certificate is a statement issued by the buyer(s) / recipient(s) of the service, covering all the information as required: the service provider (your entity), the service recipient(s), the dates of providing the service, the price, the brief description of service.

The certificate should include the confirmation by the issuer that the service was delivered in accordance with the contract. The format of the certificate is not important, but it must contain all the information required.