

## **FREQUENTLY ASKED QUESTIONS**

**Contract notice: OJEU 2015/S 115-207546**

**Invitation to tender No. ENER/C1/2015-438 concerning**

***Technical assessment study for biogas optimal use post-2020***

**Time-limit for receipt of tenders: 27/07/2015**

**Last update 22/07/2015**

**Question 1.** Concerning the 2.3/a (selection criteria relating to tenderers) of the Tender specifications:

In the case of the € 200.000 project values, should the tenderer prove € 200.000 fulfilment himself in the project or the value of the project should exceed € 200.000 (in which the tenderer involved)?

**Answer 1.** It must be the part of the tenderer that has the value of EUR 200 000. In the case of a larger project, involving a few contractors, the part of the tenderer in the project and the value of this part have to be clearly distinguishable from that of the other contractors involved.

In the case of involvement of a consortium (a joint tender) and/ or sub-contractors, the requirement of 5 projects of the value of EUR 200 000 will apply to them collectively. Example: Two projects have been carried out by a leader of the consortium, 3 projects by each of three consortium members, and 1 project by a sub-contractor.

**Question 2.** The deliverables of the study include two stakeholder workshops. Can you confirm that the Commission will bear the cost of the venue, catering, technical equipment etc., or are these costs to be included in the budget for the study? In case of the latter, could you provide an indication of how many people you would expect to attend these workshops?

In our experience, the cost of renting a venue can have quite serious implications on the budgeting for the study

**Answer 2.** The Commission can provide the venue (for max 100 p.) and the technical equipment provided that the date is fixed as soon as possible after the signature of the contract. As to the participants, it would be the task of the tenderer to ensure that an appropriate number of relevant stakeholders participate in the workshops.

**Question 3.** In the EVALUATION AND AWARD at the point Technical and professional capacity criteria and evidence, you write: The tenderer must experience tests in the field of environmental, economic and energy policy assessments with at

least 5 projects delivered in this field in the last three years with a minimum value for each project of € 200,000.

The amounts refers to the compensation for the consultant or to the value of the entire project?

**Answer 3.** The correct wording of the relevant part of the paragraph 2.3.2 a) of the Tender Specifications is:

"The tenderer must prove experience in the field of environmental, economic and energy policy assessments with at least 5 projects delivered in this field in the last three years with a minimum value for each project of € 200.000."

On the condition that the project can be divided into distinguishable parts, the tenderers can rely on a larger project, of which they only had a part. The tenderer must prove that he was responsible for carrying out a clearly distinguishable part of a larger project.

In this case, all other conditions of the selection criteria apply: the part of the project must cover a field or fields explicitly required under the selection criteria, i.e. environmental, economic and / or energy policy assessments, be delivered, or, in case of a longer project, completed, in last three years, with a minimum value of the tenderer's part € 200.000, and the tenderer must prove all those aspects in the manner described in paragraph 2.3.2 b) of the Tender Specifications.

**Question 4.** Which, if any, of the requested documents need to be enclosed as originals to the tender in the case of a joint consortium (with reference to Annex 1-3, legal entity form etc.), or are copies sufficient? In case the originals are required, should it be originals from all the members of the consortium or only from the lead partner?

**Answer 4.** Please refer to point 5 of the invitation to tender. As a minimum, Annex 1 of the Tender Specifications must be signed in original by the tenderer, or, in the case of a joint tender, by a leading partner of the consortium.

**Question 5.** We would like to gain some clarification concerning the following text, cited under Task 1 (p. 9) of the Tender Specifications:

*"..as identified from the literature, by experts and stakeholders: barriers to and main drivers for the successful development of biogas."*

Could you please clarify:

a) whether the literature you are referring to is published by the Commission or these are independent studies and are these located on the Commission's website?

b) whether you are referring to an existing study named: 'barriers to and main drivers for the successful development of biogas' ? (based on the above cited text).

**Answer 5.** a) We mean all relevant literature regardless of the author and where they are published.  
b) This text is not referring to the title of one specific study.

**Question 6.** The document published on “ted.europa.eu” website contains a quite brief description of the objective of the study compared to its 12-month duration.

Could you please let me know if there is a more precise description of the project which can be made available?

I thank you in advance for the clarification you may bring.

**Answer 6.** The tender specification is available at  
<https://ec.europa.eu/energy/sites/ener/files/documents/ToR%20for%20biogas%20v3.pdf>