

FREQUENTLY ASKED QUESTIONS

Subject: Invitation to tender ENER/C3/2014-563 for a contract regarding "Delivering informed investment decisions for energy efficiency investments through accessible data, standardized procedures and benchmarking of performance" also supporting the "Smart Finance for Smart Buildings Initiative"

Ref: contract notice in OJEU 2015/S 111-200638 of 11/06/2015

Last update: 24/07/2015

Question 1:

"We would like to know whether it is possible or not to participate in more than one bid, joining different consortia as partners or subcontractors".

Answer 1:

It is possible for a given legal entity to be a partner or subcontractor in several bids presented by different consortia.

Question 2:

"In line with point 8 of the tender invitation (11 June) to tender ENER/C3/2014-563, we have the following question:

We understand that the budget to be proposed shall include airline tickets and accommodation costs for the 6 EEFIG Board Meetings under work package 3. This could result in up to 240 air tickets and a corresponding or potentially higher number of hotel nights. We note that including these cost items in the evaluation of the financial proposal could result in offers that would include (too) low standard accommodation, inconvenient but cheap flight solutions, and speculate in a low number of meeting participants attending.

May we suggest that the Commission consider making the evaluation of the financial offers based on total fees and excludes the budgeted costs of air fare and hotel for the EEFIG Board Meetings, or alternatively that the Commission request a lump sum covering a minimum number of meeting participants, a minimum daily per diem/hotel rate, a minimum number of hotel nights, a minimum number of air tickets and a minimum rate of air-tickets. This is suggested in order for the Commission to mitigate the risk that the evaluation result will be determined by a logistical cost element. In both cases the Commission could consider the benefit of making these costs a reimbursable/incidental cost item."

Answer 2:

The Commission cannot change the terms of reference as regards the all-inclusive bids.

However, to ease the development of bids and ensure fair treatment of bids during the evaluation, the Commission can indicate a maximum amount for all 6 EEFIG Sounding Board meetings (travel and accommodation) expenses at the level of up to 200.000 EUR (40 participants x 6 meetings x 800 EUR/pers).

The tenderers are informed that the cost composition of the financial offer as regards travel and accommodation expenses has to be based on realistic assumptions, and has to be balanced compared to other budgeted items related to the delivery of expected services.

Question 3:

"Regarding work-package 4: What is meant by 'web-based' tool? Does a downloadable excel-model suffice this criterion?"

Answer 3:

As explained in the Terms of Reference:

"modelling tool will be based on a plug-in technology allowing for joining it with another web-based portals or tools. Financial institutions, and in particular their financial product developers, should be able to make their own "model runs", free of charge, with the support of the tenderer.

Tenderers are invited to propose the methodology, technology and interface architecture meeting the required characteristics."

The tenderers are invited to reflect on the requirements as set in the Terms of Reference and propose the most suitable platform/technology for the modelling tool.

Question 4:

Could you please confirm if Energy Efficiency Financial Institution Group (EEFIG) members will be able to participate in bids either as lead contractor or subcontractors?

Answer 4:

The participation in this tender procedure is open on equal terms to all natural and legal persons coming within the scope of the treaties and to all natural and legal persons in a third country which has a special agreement with the Union in the field of public procurement. In that context, EEFIG members are able to participate at any role.

On the other hand, it is the obligation of tenderers, in the case of doubt, to draw the attention of the Commission to any risk of conflict of interest. In their tenders, the tenderers must describe any situation that might potentially lead to a conflict of

interest, as well as the measures he has taken to avoid this conflict of interest to actually occur.

It is up to the Commission to decide whether these measures are sufficient.

In the context of the current invitation to tender, in order to avoid possible conflicts of interest, the tenderers must make sure that EEFIG members directly involved in the selected bid would not participate in the EEFIG sounding board.