



Clarification Note #6

GSA internal reference: 220566

Procurement procedure: GSA/OP/21/15 – EGNOS V3 Site Surveys

Question #35: Referring to the Annexes to the ‘Tender Specifications’ which contain numerous templates for the Tenderer to utilise for submission of the tender (i.e. ‘Template Identification Sheet of the Tenderer’ etc), please advise on the use of such templates within the tender response:

i) templates are currently contained on GSA headed paper inclusive of logo and document references. Can the GSA confirm whether it agrees that the tenderers use these template documents on the tenderers’ headed paper rather than GSA’s headed paper?

ii) Where a Subcontractor is required to populate a template (such as the ‘Identification Sheet of the Tenderer’), does the GSA require this to be on Subcontractor headed paper or is this at the discretion of the tenderers.

Answer: Templates provided in the annexes of the Tender Specifications such as the Template Identification Sheet of the Tenderer may be provided with Tenderers’ headed paper or GSA headed paper, at its discretion. This also applies for the templates to be provided by subcontractors. Only the Annex I.6 (Subcontractor Letter of Intent) shall be presented on Subcontractor’s headed paper. It is recalled that the templates should be filled in without any modification on their structure and content.

Clarification #36: Cost sheets

An updated version of Annex I.8a Cost sheets was uploaded as the previous version was password protected. The content of the Cost Sheets has not been updated.

Tenderers shall note that, in case the cost sheets submitted deviate from the template/instructions introduced in them regarding the cost structure, mechanism of profit accrual, etc. a justification explaining the reasons for such deviation shall be submitted by the tenderer with the proposal. The winning tenderer, before the contract signature and as a condition thereof, shall complete the CS submitted in the tender by any missing information identified during the evaluation (if any).

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