



Clarification Note #2

GSA internal reference: 258861

Procurement procedure: GSA/NP/14/20 New logo for the European Union Agency for the Space Programme (EUSPA)

Question #[1]: Is there any presentation scheme for the logo proposals that all candidates must follow?

Answer: There is no particular presentation scheme to be followed beyond the requirements included in the invitation to design contest ("the invitation").

Question #[2]: Point 5.4 of the call for proposals indicates that all technical documents and items must be submitted in an anonymous format by the candidates and, on the other hand, point 6 indicates that the documents should be duly signed and dated. Besides, point 4 indicates that a signed Declaration of Authorship must also be submitted with the proposal.

Answer: Point 5.4 of the invitation requires all the technical documents to be submitted in an anonymous form, in particular the proposals of logo and their description. The requirement that the documents are duly signed and dated does not affect the anonymity requirement, since the GSA will black out the signatures to ensure that the jury is not aware of the identity of the candidates. In the same way, the GSA will not submit the signed declaration of Authorship to the jury.

Question #[3]: Please indicate whether the PDF files and their password should be sent in the same email.

Answer: The password for access to the files shall be sent to the dedicated email address only after the deadline for submissions (Section 8 of the invitation).

Question #[4]: The logo presentation is to be anonymous and emailed to the address given with a declaration - how do the judging panel make the link from the presentation to the author - are they given references once submitted to keep track of who sent which proposal?

Answer: The GSA will ensure that the jury will not be made aware of the identity of the candidates, including through an internal referencing system.

Question #[5]: The presentations should be password protected – is it correct that the GSA would then ask the designers to re-email – after the deadline date – the respective password to open the presentation?

Answer: Please see reply to question #3.

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