

## Clarification Note #1

EUSPA internal reference: 280269

### Procurement procedure: EUSPA/OP/01/23

**Question #1:** Are the criteria T1, T2 and T3 (technical and professional capacity criteria, section 3.2.3 of the Tender Specifications) exclusive? We currently participate in similar activities in different contracts within the same programme (Galileo). Does this count as 1 project (Galileo) or can we consider our activities as several projects?

**Answer #1:** The term “project” is to be understood broadly and not referring to any particular component of the EU Space Programme. In principle, any relevant contract/activity may be considered a standalone project and count as one, despite being performed as part of the same programme and/or for the same contracting authority.

**Question #2:** We would like to confirm that it is possible to participate as a consortium, which will be formed by two companies, which are part of the same group/undertaking. Both companies complement each other, and the involvement of the sister company of the Prime Tenderer is necessary for the performance of the contract. The Prime Tenderer would not be able to perform the contract without the participation of its sister company.

**Answer #2:** Nothing prevents companies belonging to the same group/undertaking to participate in a consortium, subject to the fulfilment of the requirements specified in section 2.2.7 of the Tender Specifications.

**Question #3:** Is it a requirement for the annual accounts and the statement of authorization / power of attorney documents to be delivered with a signed apostille?

**Answer #3:** As per the table in Article 3.2.2 of the Tender Specification (*Economic and financial capacity*) and the table in Article 4.6.1 of the Tender Specifications (*Administrative file (ENVELOPE/FOLDER 1)*) there is no requirement for the above-mentioned documents to be delivered with signed apostille.

**Question #4:** In the tab “Table 2” of Annex I.F to the Tender Specifications (*Template Financial Table of Answers.xlsx*), it is required to specify the single daily rate for both the Contractor's premises and missions to destinations not listed in Table 1.3 (in the tab “Table 1”). Does it mean that we need to take into account potential travel costs and hotel and daily allowances? Or should we consider that there will be no mission requiring travels?

**Answer #4:** As per Article I.4.1.11 of the draft Framework Contract, the reimbursement of mission expenses to destinations not mentioned in Article I.4.1.5 (Table 1.3) is subject to Article I.4.2 of the draft Framework Contract. Hence, as per Article I.4.2.3, the Contractor is entitled to reimbursement of the mission expenses according to the same rules as those applicable to EUSPA staff. Accordingly, the “single daily rates” to be inserted in the tab “Table 2” shall comprise all the effort and costs indicated in the Article I.4.1.6, accordingly, except for daily subsistence allowance and accommodation incurred for the performance of tasks at the Mission destination, and travel costs.



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