

CLARIFICATION TO TENDER: N° 02

**“Provision of operational consultancy services
in the field of network and information security”**

ENISA P/15/10/TCD

Questions & Answers

Q1:	Is it accepted for the Tenderer to submit CVs of freelancers/non-permanent personnel? If yes, a letter of intent stating their intention to participate in the project is sufficient? If no, what other documents are required?
A1:	If the tenderer envisage employing self-employed staff, he/she has to fill the sub-contracting form as provided in the tender specifications. He/she may employ interim agent or any other sort of employees on condition that he/she presents their CVs in his/her tender.
Q2:	Based on Answer A7 (ii) of “Clarification to Tender: No 1” document we understand that the document which describes the demonstrated methodology and project management capabilities will be evaluated against both the Selection (Tender Specifications, Part 3 Administrative Details, page 19, section 3.3, bullet no. 4) and Award (Tender Specifications, Part 3 Administrative Details, page 20, section 4.1, bullet no. 4) criteria. Is this correct? If yes, we understand that there is not a specific section under which this document is required to be referenced to. If no, under which section should this document be submitted; under the Selection Criteria part of our offer or under the Award Criteria part of our offer or under both? Please clarify.
A2:	Yes, it is correct. No there is no specific section under which such document has to be submitted.

Q3:	With reference to the Tender Specifications, Part 3 Administrative Details, Chapter 4 Award Criteria page 20, Qualitative award criterion no. 2 will evaluate “Quality of the proposal and accuracy of the description to provide the requested services”. Could you please specify in detail the evidence/documents which are requested to be submitted in response to this Award Criterion and to this end will be evaluated against “quality” and “accuracy” of the description to provide the requested services? It is our understanding that the indicator of quality will be evaluated against the whole tender and thus <u>no specific document is required in response to this Award Criterion</u> . Please confirm. If no, please elaborate.
A3:	Yes, we confirm.
Q4:	Given the fact that Tenderers are requested to present their Project Management Methodology both under the Selection and Award Criteria sections, could you please clarify if this information should be included under both parts of our offer?
A4:	You may include it in one part only.
Q5:	With Reference to Answer A8 (iii) of “Clarification to Tender: No 1” document, please clarify the following: i. We understand that although the CVs will be evaluated against both the corresponding Selection and Award criteria, it is sufficient to be referenced/ submitted only under the Selection Criteria part of our offer. Is this correct? Please confirm. ii. We understand that apart from the CVs, no other evidence/documents are required to be evaluated against the Award Criterion No. 3 of Tender Specifications, Part 3 Administrative Details, Chapter 4 Award Criteria, page 20. Is this correct? Please confirm.
A5:	i. Yes, we confirm. ii. Yes, we confirm.