ADDITIONAL INFORMATION IN RELATION TO THE CALL FOR TENDER
"ESPON CARTOGRAPHIC LANGUAGE"

The present document, version 18 July 2012, includes the following additional information from the Contracting Authority for requests received on:

Info Request #	Reception date of information requests:
# 1	05/07/2012
# 2	17/07/2012

Questions and answers are detailed in sections below.

NB: the present information has been sent by email to all applicants having requested the Terms of Reference of the Call for Tender until the date of this document.

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Information Request # 2

Please find here below a request of information from a tenderer received on 17/07/2012 by email (tenders@espon.eu) and the complementary information provided by the Contracting Authority:

Question 1:
"In the Terms of Reference ESPON Cartographic Language, it is mentioned that we should provide you a letter of intent from the sub-contractors we intend to contract. But, internally, (…), we are not able to mention the name of the sub-contractors as we are supposed to know who will succeed in the procurement procedure. Then, (we) will not be able to give you a letter of intent of potential sub-contractors. Will it be possible for us to sub-contract after succeeding the call?"

Additional information from the Contracting Authority:
In accordance with the "Règlement Grand-ducal" of 3 August 2009, the articles 10 (3) and (5) clearly precise that at the submission of its offer, the tenderer must list its subcontractors with whom it will carry out the work and for which a subcontracting pre-contract is necessary, otherwise the offer will be inadmissible.

As described in the Terms of Reference after submission of its offer and during the contract period, the tenderer may change one or more of its subcontractors, or alter the share of work allocated to each of them only in duly justified cases and with the consent of the contracting authority. Therefore, subcontracting without identification, delivery letters of intent and, related supporting documents in the tender as requested in the Terms of Reference is not allowed after the award.

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Information Request # 1

Please find here below a request of information from a tenderer received on 05/07/2012 by email (tenders@espon.eu) and the complementary information provided by the Contracting Authority:

Question 1:
"The company (…) has started its activity in April this year. Therefore, we cannot provide the balance sheets for at least two years as you ask for in the ToR. Is there a possibility to provide any other document that you may approve? We can show you the economic activity that we have had since the kick-off of the company?"

Additional information from the Contracting Authority:
In case the applicant company is unable to deliver requested documents for the economic, financial, and technical capacity, the company can prove its own capacity by any other document considered as equivalent by the Contracting Authority. For instance, for a newly incorporated company, in case the company is not able to deliver the balance sheets for at least the last two years and the profit and loss accounts for at least the last three years, the company could prove its financial capacity by any other means like a bank guarantee, summary of economic activity since its incorporation, past turnover of the shareholders and/or company executives, list of on-going services contracts, turnover of co-contractor…).

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