



Reg. no. 153 / 09.06.2016

Attn: Potential bidders for the Shopping of Non consulting services for the *Curricular Approach in Secondary Education* workshop (Invitation to Quote published online on 03.06.2016)

**ANSWERS
TO CLARIFICATION REQUEST ON THE
PROCUREMENT OF
Non consulting services for the *Curricular Approach in Secondary Education* workshop**

Regarding the procurement of non-consulting services for the *Curricular Approach in Secondary Education* workshop, the Ministry of National Education and Scientific Research – Unit for the Management of Externally Financed Projects has received clarification requests on the bidding documents. Following, the answers to these clarification requests are presented.

The present document will be considered by the potential bidders as part of the bidding documents for the procurement of non-consulting services for the *Curricular Approach in Secondary Education* workshop.

1. Question:

Please let us know the location where the that catering services are to be provided.

Answer:

The location of the workshop will be provided to the successful bidder at contract signing.

2. Question:

Regarding the equipment for simultaneous translation, please let us know how many microphones are meant to be provided.

Answer:

For this workshop the provider must supply 3 microphones.

3. Question:

Please let us know for how many hours are required the interpreting services.

Answer:

The interpreting services are required for 8 hours starting at 9:00 in the day of the workshop.



4. Question:

What is the schedule of the event?

Answer:

In what it concerns the schedule of the services, the event will take place as follows:

- the coffee break will be from 11:30 to 12:00;
- the lunch will start at 13:45 and last for 1 hour.

5. Question:

The only documents that must be filed are the table with technical specifications, price schedule (in RON) and registration certificate?

Answer:

The bids must be presented as per the Invitation to Quote and the minimum required documents are the technical proposal, the financial proposal and the registration certificate.

6. Question:

The services' technical specifications must be in English?

Answer:

The bids may be in English or Romanian.

7. Question:

In the financial bid must be specified an offer validity of 30 days. Is there an agreed form to present the financial bid or we can use that table in the invitation?

Answer:

There is no a standard form for the financial proposal. So, if desired, the Bidder may insert the price schedule in its own form of financial proposal.

8. Question:

Please specify the period for renting the conference hall?

Answer:

The renting of the conference hall is not subject to the present procedure. The location will be provided by the Beneficiary.