



**Clarification No 1 for open call for tenders:**

**EEA/CCA/08/002 – Supply of Books, Newspapers and periodicals and related services for the European Environment Agency (2 lots)**

**Question 1**

Regarding Section 6.1 of the Tender Specifications (TS), is an attested Companies Act/ Certificate of Registration alone/together with other required documents, in addition to the Declaration of Exclusion Criteria (Annex 1) sufficient as satisfactory evidence? Is it correct that these documents do not need to be notarised (until after an award has been made).

**Answer 1**

Please note that according to Section 6.1 of the TS (see: p. 6, paragraphs two and three thereof):

*“Tenderers must provide a declaration on their honour, duly signed and dated, stating that they are not in any of the situation listed above (see Annex 1). The tender to whom the contract will be awarded must provide evidence confirming the declaration referred to in the previous point unless this obligation is waived by the contracting authority.”*

Confirmatory evidence is therefore only required if the Agency requests the successful tenderer to submit such proof prior to the contract award.

**Question 2**

Does the EEA currently use a Library Management System, and if so, which one?

**Answer 2**

Please be informed that the Agency uses its own Library Management System developed at the EEA. It is based on a classification system adapted to cover EEA areas of work. The system's search facilities are available to all EEA staff through the EEA Intranet.