



3 March 2015

Clarification No 3

Reference: Open call for tenders No EEA/COM/15/001

Title: Framework contract for the provision of events and exhibitions services to the European Environment Agency (EEA)

Question 1

I would like know the estimated number of the participants and the duration of these events.

Answer 1

As indicated in Section 7 -Tasks description of Annex I, Tender specifications; “events can take many forms”and “can address many target groups”. Both the number of events, the number of participants and the duration can vary considerably from year to year and it is therefore not possible to give any specific figures.

Question 2

Sample task – EEA Conference

- a) Could you elaborate on the overall objective of the EEA conference “Biofuels – potential and limiting factor for Europe”?
- b) Does the EEA have any specific key messages to be conveyed at the conference?

Answer 2

- a) *The sample task describes a hypothetical event and not one that will actually take place. Overview information about biofuels and EEA’s work here is found on our website <http://www.eea.europa.eu/themes/energy/bioenergy-and-biofuels-the-big-picture>*
- b) *As above.*

Question 3

Sample task – EAGE Exhibition

- a) How is the mandatory 42” screen/speaker/stand at the EAGE exhibition to be used – and is there any specific connection between the screen and the background wall poster?
- b) What is EEA’s overall purpose of attending the EAGE exhibition?
- c) Does the EEA have any specific environmental issues / key messages to be highlighted at the exhibition?

Answer 3

- a) *The sample task does not include creative input in the form of actual design of posters, just a cost estimate of the man-hours required for undertaking the design task.*
- b) *The sample task describes a hypothetical exhibition stand and not one that we will actually have. Overview information about soil issues and EEA's work here is found on our website <http://www.eea.europa.eu/themes/soil>*
- c) *As above.*