



4 April 2014

Clarification No 2

Reference: Open call for tenders No EEA/OSE/14/001

Title: Framework service contract for the provision of printing, layout and design services

Question 1

Could you be please more specific and give us some details on supposed delivery process (frequency and volume of orders, likely schedule during the all framework contract etc...)?

Answer 1

The bulk of the tasks under contract will be to provide printing services while requests for layout and design services will be less frequent. In 2015 we plan to print a 200-page report in A5 format in up to 25 language versions, the print-run being from 500 copies to 5000 copies, - on top of the regular production of 10 to 15 A4 reports per year in English only (print-run in average 2000 copies) and one 60 page report (S5 format) in some language versions. The demand for printing services can vary considerably throughout the year and between years.

Question 2

In case of profiles required: is there possibility to use one our employee for both of layouter and designer profile?

Answer 2

That is possible if the person has competence both as a layouter and designer. Please be reminded that the tenderer shall provide a minimum of two CVs for each profile.