

EUROPEAN INSTITUTE FOR GENDER EQUALITY



Vilnius, 06-06-2014
EIGE/VL/asf D/2014/ 279

Tender: EIGE/2014/OPER/03

**EIGE's RDC – Collection of gender equality policy documentation
and grey literature in 10 EU Member States**

Subject: Answers to requests for clarifications regarding the Tender

Dear Madam / Sir,

From a potential tenderer we received a question that might be of general interest.
Please find herewith the answer to this question.

Sincerely yours,

Procurement
EIGE

EIGE/2014/OPER/03. Questions & Answers No: 1

Question 1:

With reference to the Tender specifications the clarification is needed Activity number 5 (page 6 of Tender specifications):

"With the assistance of a national gender expert and the relevant stakeholders ..."

In order to submit a preliminary list of at least 20 relevant stakeholders, is the tenderer supposed to identify also one national gender expert per member state in the proposal or are gender experts suggested by EIGE when the contract is ongoing?

Since the gender expert has to provide "a report presenting his/her criteria for defining the key documents", is the tenderer supposed to pay for this work?

Answer 1:

As referred to in page 9 of the tender specifications, the organisation of the project team is a key feature and it is fundamental in order to deliver the expected results, in the defined timeline.

(...) The required experience of the team members should be explicitly reflected in their CVs, which are to be included in the tenderer's offer (as referred in section 2.4.3.B of the tender specifications). Tenderers should pay attention to the need to ensure that the project team fulfils the requirements listed below in terms of qualifications and experience:

- Gender expertise on gender equality policies regarding the 10 EU MS – desirably 1 national gender expert per MS;

(...)

As the gender experts are members of the project team, the tenderer should pay for their work.