



EUROPEAN INSTITUTE FOR GENDER EQUALITY

Vilnius,
EIGE/VL/vz D/2011/

Tender: EIGE/2011/OPER/04
Framework contract for the provision of services on organisation of events and technical meetings

Subject: **Answers to requests for clarifications regarding the Tender**

Dear Sir/ Madam,

From potential tenderers we received questions which may be of general interest. Please find herewith the answer to the question.

Sincerely yours,

Procurement Team
EIGE

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Question 1:

Financial Proposal for the cases: May you please clarify if it is possible to add also external costs under "Other tasks" of if any additional costs for e.g. miscellaneous.

Answer 1:

The Financial proposal may contain additional profiles and/or additional costs required for "Other Tasks". All additional profiles and their respective fee rates per man-day must be specified also in the Price List.

Question 2

According to the EIGE Style Guide, the logo must be in black or white if on a coloured background. However, in the guide the logo is used in colour upon a green background. Therefore MC seek clarification as to whether this it is deemed acceptable to place a coloured logo upon a coloured background.

Answer 2:

Please consult EIGE's Style Guide page 10 - Logo used in colour background and page 11 - to avoid on coloured background. The Style Guide can be consulted here - <http://eige.europa.eu/sites/default/files/style-guide/eige-style-guide.pdf>