Open call to tender EMSA/OP/03/2007 - Service contract for an enhanced database on marine equipment approvals and for a technical secretariat of the MED Notified Bodies Group (MarED).

Questions and Answers

Question 1

Send the necessary Documentation at the hereunder named Email/s – Addresses. This is a previous “Expression of Interest”.

Answer 1

You have requested the documents related to the call for tenders EMSA/OP/03/07.

Please, note that the related set of documents is currently available at the web site www.emsa.europa.eu.

Note that the download of the requested documents is available since 15 May 2007.

May I invite you to visit the EMSA web site and then to download the requested documents.

For downloading purposes, please, note that once in EMSA web site, you have to click “Procurement” and then follow the link “[more info]” of EMSA/OP/03/07.

Once there you will find the links to the four documents that you need for producing a bid.

All the information for this call for tenders is on the EMSA web site and can be accessed on www.emsa.eu.int and clicking on Procurement and then at “Open call to tender EMSA/OP/03/2007 - Service contract for an enhanced database on marine equipment approvals and for a technical secretariat of the MED Notified Bodies Group (MarED).”
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Questions and Answers

Question 2

Referring to the call for tenders in subject for the project EMSA/OP/03/07 "Service contract for an enhanced database on marine equipment approvals and a technical secretariat for the notified bodies group under the Marine Equipment Directive", published in the Official Journal 2007/S 92-112508, we would like to receive the tendering specifications documents and/or any other additional information in English language both in electronic and paper form.

Answer 2

You have requested the documents related to the call for tenders EMSA/OP//03/07.

Please, note that the related set of documents is currently available at the web site www.emsa.europa.eu.

Note that the download of the requested documents is available since 15 May 2007.

May I invite you to visit the EMSA web site and then to download the requested documents.

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Questions and Answers

Question 3

With regard to the tender for a MarEd Product Database and Secretariat, please can you confirm the duration of the contract as this information is not stated in the tender specification.

Answer 3

The duration of the contract is 12 months with a possibility of renewal up to three times.

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Questions and Answers

Question 4

The access to intranet (including website, internal information management and product database) requires registration and hierarchical access and user rights management (read, write, edit, etc).

- This requirement requires the existing of a user repository that is not included in you point of the Requirements Baseline of the MarED Product database, in page 2, called “Fields of the database”.

- This repository already exists? Or you want that we include a set of tables in the model to support this important matter?

Answer 4

Yes, the repository already exists at the existing database.
The repository's datasets are EMSA's property.
The repository is not EMSA's property.
The call for tenders invites you to propose your solution for managing the current repository datasets and forthcoming datasets.

All the information for this call for tenders is on the EMSA web site and can be accessed on www.emsa.eu.int and clicking on Procurement and then at “Open call to tender EMSA/OP/03/2007 - Service contract for an enhanced database on marine equipment approvals and for a technical secretariat of the MED Notified Bodies Group (MarED).”
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Questions and Answers

Question 5

The current application administers about 9000 registered persons from about 100 countries. About 120 persons are registered from the Notified Bodies and member States with hierarchical access to 9 internal working groups.
Each working group has its own working suite with function for member management, event management, member management, document management, and message/discussion board. The intranet hosts about 1500 documents. Version management of documents is required.

i. - The function set and data repository in order to support this working group's discussion board already exists? Or we have to include it in our proposal solution?

ii. - If we have to include in our proposal, can you give more information's about “working group has its own working suite with functions”?

Answer 5

i) Yes, the function set and the data repository already exist at the existing database.
The repository's datasets are EMSA's property.
The function set and the data repository are not EMSA's property.
The call for tenders invites you to propose your solution for managing the current repository datasets and forthcoming datasets.

ii) For further information log in onto www.mared.org and identify the needs of the all working groups with regard to their objectives which are connected to maritime safety and prevention pollution.
The call for tenders invites you to propose your working suites for the performance management of the working groups and for their progress control.

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Questions and Answers

Question 6

Access and usage of the MarED intranet especially by internal visitors shall be statistical evaluated. This includes monitoring of intranet access and to the MarED product database. Visitors shall be categorized for that in suitable way (e.g. surveyor, manufacturer, administration)

i. -The function set and data repository in order to support this point already exists? Or we have to include it in our supplier proposal?

Answer 6

Yes, the function set and the data repository already exist at the existing database. The repository's datasets are EMSA’s property.
The function set and the data repository are not EMSA’s property.
The call for tenders invites you to propose your solution for managing the current repository datasets and forthcoming datasets.

All the information for this call for tenders is on the EMSA web site and can be accessed on www.emsa.eu.int and clicking on Procurement and then at “Open call to tender EMSA/OP/03/2007 - Service contract for an enhanced database on marine equipment approvals and for a technical secretariat of the MED Notified Bodies Group (MarED).”
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Questions and Answers

Question 7

Do we have to supply the hardware, software and telecommunications services needed to support the MarED Database, or you already have this set of equipments (servers, firewall, etc) and telecommunications services of your own.

Answer 7

- According to point 2 in Annex I, the purpose of the contract is to host, maintain and update a database on marine equipment approvals etc.
- EMSA dos not have any equipment for this purpose, and will not have.
- Tenderers expected to include hosting as part of the offer.

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Questions and Answers

Question 8

Who will be the hardware and software owner?

Answer 8

- The contractor will be the hardware and software owner.

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Questions and Answers

Question 9

*If we have to supply the set of equipments, telecommunication services and software, do we have to include them in our proposal?*

Answer 9

- All costs relative to the hosting, maintenance and updating of a database on marine equipment should be part of the offer.

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Questions and Answers

Question 10

In the point 2.1.1 of the Tender Specification in the item:
Fields of the database
We have a Table called Authorization
We didn’t find any reference to this entity, besides the mention in the products database. Can you please inform us what kind of document is this?

Answer 10

- “Authorization” details are extracted from the certificates for Marine Equipment Directive.
- “Authorization” details are provided by the Notified Bodies as they act on behalf of the EU Member States Administrations.
- The information related to the “Authorization” facilitates to brief the essential information concerning a particular certification activity.
- Current “Authorization” issues summarize the information about certificates, in particular about when from a manufacturer is entitled to affix the Wheel Mark.
- You are invited to log onto www.mared.org for further examples about the “Authorization” contents within the next structure:

**Authorization/Certificate details**
- Applied module(s): Module B + Module D, E, F / Module G
- Authorization number: A NB’s Code
- Date of authorization: yyyy-mm-dd
- Authorization Comments: Last audit yyyy-mm-dd
- Certificate number: xxxxx/xx.xx
- Date of issue: yyyy-mm-dd
- Date of validity: yyyy-mm-dd
- Comments to certificate: Example. This certificate supersedes EC Type Examination Certificate
- Notified body Number, Responsible for "Type B" certification: xxxx
- Date of withdrawal by applicant: yyyy-mm-dd
- Comments to withdrawal: Example. Article 13 a)
- Date of refusal by notified body: yyyy-mm-dd
- Comments to refusal: Example. Fail to meet requirement x.

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Questions and Answers

Question 11

As per point 6 of Annex I to Tender Specifications the maximum budget for the project is 300 000 € paid 75 000 € per year. Is it possible to shift project budget in order to rise the first year payment and lower respectively the payments in further years?

Answer 11

No it is not because it would not correspond to the terms drafted for Service Contract.

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Questions and Answers

Question 12

The documents enumerated in points 14.5 and 15.1 shall be accompanied with the translation into English. Please inform us if a sworn translation is required?

Answer 12

Please be informed that a sworn translation is not required.

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