



Call for Tender n° EDPS/2016/F/01 – Promotional Items European Data Protection Supervisor

Q&A

1. **You mention a price range for each item. Is it mandatory to offer within this price range or can we offer a cheaper price than the lowest price you mention?**

No, the minimum price is fixed to assure a minimum level of quality and fair competition between the tenderers.

2. **Because our purchase prices depend on quantity of each item per order (= per delivery and not on 2 or 4 year time), do you have an idea of the quantity of each item you will need to be delivered per delivery of the concerned item?**

No we do not. The purchase prices shall be based on the quantities of the requested items specified in sections 3.2 and 3.3 of the tender specifications.

3. **For product 2: ECO notebook with navy blue cover does not exist. Navy blue cover colour is PU material.**

ECO notebook with elastic has always NATURAL colour cover. So what do you need please?

In the tender specifications a blue notebook is requested. Non respect of the tender specifications may lead to the exclusion of the tenderer.

As indicated in section 3.5, ‘...*The tenderers must demonstrate their compliance (or not) to environmental friendliness for each of the reference items mentioned in sections 3.2 and 3.3, providing either certificates,...*’. Sustainability is included in the award criteria but is not mandatory.

4. **For product 3: about USB samples, do you need working 8 GB samples or can we provide DUMMY samples (= item without memory) which is enough to check the quality of the item ?**

Please provide working 8 GB samples.

5. **What colour USB do you want?**

No specific colour is required. You can choose any colour. The tender specifications only mention that the sample must be elegant and small.

6. **For product 4: drawstring backpack, if item does exist:**

- **in polyester/ nylon with reinforced corners in WHITE colour**
 - **in ECO material without reinforced corner and NATURAL colour**
- what is theoretically the best for you (of course subject to the samples to be provided)?**

In the tender specifications a white drawstring backpack is requested. Non respect of the tender specifications may lead to the exclusion of the tenderer.

Please see our answer for question 3 regarding sustainability.



- 7. For product 5: can we suggest 2 items please (and provide both samples)?**
In the tender specifications just one product/sample is requested. Non respect of the tender specifications may lead to the exclusion of the tenderer.