
Open Tender Procedure Clarifications
No. 1

European Banking Authority
Procurement Procedure: Supply of
Interim Staff - Business Analysts

EBA/2015/05/OVSREG/SER/OP

11 December 2015

No.	Question	EBA Answer
1	I wish to express interest in the above opportunity and would be grateful if you provide me with access to the tender documents.	The documents are available on our website: https://www.eba.europa.eu/-/supply-of-interim-staff-business-analysts
2	I have read through both documents and in the Instructions to Tender document pages 10-19 are blank? Is there problem with the form? I have attached the one I have.	Pages 10-19 are cover pages for the annexes of the Instructions to Tender. The annexes can be found at: https://www.eba.europa.eu/-/supply-of-interim-staff-business-analysts

No.	Question	EBA Answer
3	<p>We recently received a notification that the European Banking Authority is looking for suppliers to support their need for interim business analysts.</p> <p>Please can you provide the tender documents and provide further information on the opportunity including the volumes.</p> <p>Thank you for your help in advance.</p>	<p>Please consult our website. All the information you need and are requesting can be found in the contract notice and on our website at: https://www.eba.europa.eu/-/supply-of-interim-staff-business-analysts</p>
4	<p>I write in regards to the above PIN that was registered on the B2B website in order to register our interest in tendering for this piece of work.</p> <p>Could you please let me know if you would be interested in a neutral vendor solution and if so, what do we now need to do to register our interest</p>	<p>EBA is not able to offer an opinion on or evaluate possible solutions during tendering and prior to the deadline for submission of offers. EBA is in principle open to any technical approach or offer as long as it suits its business needs and complies with the requirements set out in the procurement documents. In any event assessment of the tenderer’s technical approach is part of the award criteria for the contract. It is up to the tenderer to propose the best approach. All the information you need on our procurement procedure and on how to respond can be found at: https://www.eba.europa.eu/-/supply-of-interim-staff-business-analysts</p>

No.	Question	EBA Answer
5	<p>We are a group of affiliated firms operating as X, a global organisation that refers to one or more of the member firms of X. We should like to submit our application from one of our European Union firms but offer CVs and resources from our member firms across the European Union. We should be grateful if the EBA would confirm that this would be treated as a group response and not require us to providing sub-contracting documentation for 28 EU member firms.</p>	<p>Economic operators on the market are free to organise themselves as they so wish. A group of economic operators e.g. a consortium may submit a joint application in which case the members must designate one member as consortium leader with full authority to bind the consortium and each of its members. The consortium leader shall act as a single point of contact with the EBA in connection with the procurement procedure. All members of the grouping must be jointly and severally liable for the execution of the contract. EBA may not demand that consortia have a given legal form in order to be allowed to submit an application or tender. However, if selected, the consortium may be required to adopt a given legal form after it has been awarded the contract and before the contract is signed, if this change is necessary for the proper performance of the contract. A joint tender may also involve subcontracting. The number of subcontractors or the share of subcontracting is not limited. EBA however cannot comment on or start to evaluate tenderers' responses or possible responses during the tendering period i.e. prior to the deadline for the submission of offers. It is up to the tenderer to decide how to organise its response. The organisation of the response e.g. the identity, legal status and composition of the tenderer (e.g. single or joint tenderer) and the distribution of the tasks is examined during evaluation.</p>
6	<p>With reference to the above mentioned request to tender, we would like to know whether you are looking for an employment agency for temporary staff or for a consultancy company that has been involved in similar kind of work?</p> <p>EBA seems to focus more on recruitment issues than on content.</p>	<p>EBA is looking for a supplier of interim staff in the field of business analysis.</p>

No.	Question	EBA Answer
7	<p>Regarding the recent procurement opportunity in subject, if we have questions regarding the tender documentation, could you please inform us to whom we address them and when is the last day they will be accepted?</p> <p>Will all such questions & answers be published on the EBA site?</p>	<p>The procurement documents should be clear enough to avoid tenderers having to request additional information during the procedure. However at the request of the tenderer EBA may provide clarification and/or additional information solely for the purpose of clarifying the tender documents and/or nature of the contract. Should a tenderer have a question, this should be submitted in writing preferably by email to tenders@eba.europa.eu with a copy to mario.quagliariello@eba.europa.eu</p> <p>No telephone queries will be accepted. It is recommended that any questions or requests for additional information be submitted <u>as early as possible</u>. Questions or requests which are received less than 5 calendar days before the closing date for submission of tenders will not be processed for practical reasons. EBA shall have no obligation to provide answers to questions or requests for clarification received after this date. Requests shall indicate the tender reference number and title. Questions and answers will be published on the EBA website.</p>
8	<p>Is this tender for the provision of Business Analysts professionals only and not to be appointed on to EBA's preferred supplier list?</p>	<p>The procurement procedure covers the supply of interim staff in the field of business analysis. The main business analysis profiles required are as follows: Risk Analyst, Impact Assessment Analyst/Economist, Business Analyst (Recovery and Resolution). The abovementioned profiles are examples of the type of profile required. EBA does not have a preferred supplier list.</p>
9	<p>How many suppliers will be appointed?</p>	<p>EBA is seeking up to two suppliers of interim business analysts.</p>

No.	Question	EBA Answer
10	What is the forecasted volumes/type of roles?	The procurement procedure covers the supply of interim staff in the field of business analysis. The main business analysis profiles required are as follows: Risk Analyst, Impact Assessment Analyst/Economist, Business Analyst (Recovery and Resolution). The abovementioned profiles are examples of the type of profile required. Further details regarding the profiles and roles are provided in the annex to Annex II Terms of Reference. The estimated contract volume has been published in Section II.2.1 of the contract notice. The estimated volume of man-days without this being binding over the maximum possible duration of 4 years is 1,000. EBA may at a later stage exercise the option to increase the volume of man-days via negotiated procedure with the successful tenderers in accordance with its financial rules.
11	Is this perm/temporary/contractors?	These positions are for interim staff i.e. temporary.
12	Will the roles be based in London or nationwide?	The roles will be based in London at EBA's offices.
13	What is EBA's historical spend on recruitment agencies?	The question is not relevant for this contract. The indicative contract value has been published in the contract notice. The indicative value of the contract without it being binding over the maximum possible duration of 4 years is EUR 1,000,000. EBA may at a later stage exercise the option to increase the value of the contract via negotiated procedure.