

CFT6263693: Multi Supplier Framework Agreement for the provision of Market Research and Surveys Services (PAS141F).

Clarification Response Update 1 (Questions 1-18)

Message Ref No	Question	Contracting Authority Response
468932	Q.1 Can the same projects be referenced across different lots as long as they meet the criteria?	A.1 Yes, Where a Contract example with reference letter is relevant to more than one lot, this can be reused. Tenderers are however, required to make it clear in their response where this is being done i.e. stating that this contract example is for both Lot 1 and Lot 3.
	Q.2 Can different phases of the research, or from different contracts, be combined together to reach minimum €50k cut-off, as long as they cover the same research programme?	A.2 As per RFT, Tenderers must demonstrate that they have successfully delivered or are currently successfully delivering three (3) projects/contracts for the services required, in the Lot that they are applying, to a contract value of €50,000 or above, within the past three (3) years to the satisfaction of the client referee.
	Q.3 For Lot 2 is it the specific element (e.g. desk research, analysis of statistical data, literature, review, producing high level reports, etc.) or is it the whole project that needs to be €50k+	A.3 Each of the example contracts provided must be for services similar in nature and scope to the Services required for each lot, therefore in this case, the services relevant to Lot 2 should have a contract value in excess of €50,000.

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	Q.4 Does the minimum refer to fee charged or the value of research as part of a broader piece of work? Q.5 When will this contract start?	A.4 The services relevant the lot been tendered for should have a contract value in excess of €50,000. A.5 This is a Framework Agreement and it is estimated to start in late 2025.
469010	Q.6 We are a UK-registered research agency. Could you please confirm if we are permitted to tender for this framework contract under Regulation EU 2022/1031? Q.7 The RFT asks for client references/examples of comparable projects successfully delivered to clients within the last three years. Is it acceptable for these example projects delivered to be for UK clients or must these be for clients based in Ireland? Q.8 Part of the documents to be submitted in response to the RFT, should be signed by a Practicing Solicitor/Commissioner of Oaths. Is it acceptable for this to be a UK registered solicitor?	A.6 This is a Framework Agreement not a Framework Contract. UK registered companies are permitted to tender. A.7 There is no stimulation on where the contracts were delivered. A.8 Yes, that is acceptable.

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469053	Q. 9 If we are submitting a response for all three lots, can the relevant experience for a certain lot (i.e. lot 1) be used again for Lot 3 if there is crossover?	A. 9 Yes, Where a Contract example with reference letter is relevant to more than one lot, this can be reused. Tenderers are however, required to make it clear in their response where this is being done i.e. stating that this contract example is for both Lot 1 and Lot 3.
	Q.10 Regarding the client confirmation letters, can the signature be a scanned signature?	A.10 Electronic signatures are acceptable. Written references should be traceable to the reference organisation's authorised representative. If a satisfactory written reference is not provided, or, if the Contracting Authority is unable to verify contract information provided with the client organisation's authorised referee, the relevant contract will not be accepted, and the Tender may be eliminated from the Competition. A satisfactory reference is defined as one where the referee confirms that the contract information provided by the Tenderer is correct and that the service was delivered to an acceptable level.

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469163	Q.11 Can the Authority confirm if tenderers must input responses directly into the boxed area of the TRDs provided (e.g., TRD Part B, Section B1 Quality of Approach to Service Delivery Methodology, page 4), or if they are free to provide their responses in the format of their choosing keeping within the page and font requirements outlined in the RfT?	A. 11 Tenderers must submit response using the Tender Response Documents provided and not in a format of their choosing.
	Q. 12 Can the Authority confirm if tenderers are allowed to combine the 3 TRDs into one single TRD for the purpose of submission or if they must be submitted as separate documents as provided (i.e., Doc 1 TRD Part A, Doc 2 TRD Part B, Doc 2 TRD Part C)?	A.12 Tenders should submit as 3 separate documents Part A, Part B and Part C.
	Q. 13 Can the Authority confirm if the instructions to tenderers can be deleted from the TRDs?	A. 13 Please do not alter the TRD's. The require responses should be inserted into the TRD's as outlined in the documents.

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	Q. 14. Can the Authority clarify the ask relating to an “example of a Project Management Plan” requested under award criterion 1. Does the Authority wish for tenderers to provide a sample project timeline with associated detail?	A. 14. Tenderers can include whatever information they consider relevant to the management plan including timelines.
	Q. 15. For Section B1. A. Quality of Approach to Service Delivery Methodology, can the Authority confirm whether the project management plan is included within the page limit of 8 pages (i.e., is it 8 pages plus the project management plan or 8 pages only)?	A. 15 8 pages in total.
	Q. 16. Can the Authority confirm that there is not a requirement to provide suggested team CVs as part of the response?	A16 CV’s are not required as part of this response.
	Q 17. Can the Authority confirm if the “Upper Limit: (Capped) Ceiling Daily Rate” for each grade also applies to the blended daily rates?	A.17 The capped upper limits applies to the maximum daily rate for each grade as outlined in the RFT. This is not the same as the Blended daily rates.

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469222	Q 18. We want to double-check, if we are submitting a response for more than one Lot in Part B Qualitative Award Criteria - we must adhere to the 8-page limit for the Quality of Approach to Service Delivery Methodology? We are conscious that the approach or methodology may be different depending on the criteria.	A.18 Yes, 8 pages is the limit.