

RFT ID 6856095- PROJ000010406 TTT045F - Single Supplier Framework Contracts the provision of Travel Management Services

Clarification Question (2) dated 6th November 2025

<u>Message Ref No:</u>	<u>Question</u>	<u>Contracting Authority Response</u>
533919	1. Following your initial response regarding the application of TUPE, it would be unusual for the framework not to provide guidance on this matter. Without having access to the details of the existing contract between OGP and the incumbent suppliers, how can a potential bidder ascertain whether TUPE is valid?	1.Tenderers should note that it is not a matter for the Contracting Authority to determine whether or not TUPE regulations apply. Tenderers ought to obtain their own legal advice as to the application or not application of TUPE. Where information is furnished by the incumbent Contractor to the Contracting Authority, anonymised Employment Information may, upon request, be provided through the eTenders messaging portal. It is anticipated that such information will be available in the coming days. Please note that the Contracting Authority are acting as a conduit in providing such information and cannot warrant the accuracy and completeness of the information, and on this basis disclaims its accuracy and completeness. Should you require access to this information, please submit a correspondence via the eTenders portal.
	2. In terms of the references, can one of the references be another framework, or should the references solely be individual organisations who use our services?	2.Tenderers are requested to refer to clause 3.2.B(i) of the RFT. For your convenience partial excerpts as below: <i>‘Using the template provided in the TRD A, Tenderers must submit in their Tender Response, details of three [3] reference contract examples relating to services provided to either public sector and/or private sector clients within the past three [3] years. Each reference contract must describe in a clear and comprehensive manner the Tenderer’s experience and reliability in the provision of services of a similar nature and scope.’</i>

	3. Do OGP have a view on why Lot 2 has such little volume in comparison to Lot 1?	3.As outlined in clause 1.7 of the RFT: <i>The Contracting Authority estimates that the expenditure on the Services to be covered by the proposed Services Contracts may amount to some €200 million (excl. VAT) over the Term, and any possible extensions, the term will not exceed four (4) years.</i> <i>Lot 1: €37.5 million per year, Lot 2 €12.5 million per year. Tenderers must understand that this figure is an estimate only based on current and future expected usage.</i>
	4. TMCS generally benefit from shared commissions when booking prepaid hotel content, whereas this won't be the case with payment on departure. Can the pricing sheet be amended to reflect this with two different lines with two different fee levels?	4.Tenderers are requested to refer to Appendix 2 Pricing Schedule and in particular items 2 and 3 of the instructions. For your convenience partial excerpts as below: <i>'2. Tenderers must not insert additional items in the Pricing Schedule or make any alterations to the Pricing Schedule.</i> <i>3. Variations and/or alterations to the Pricing Schedule are not permitted and will result in the Tenderer being eliminated from the Competition.'</i>
	5. Do you have any government rates for hotels?	5. The establishment and negotiation of rates is the responsibility of the framework member(s).
	6. Please can you provide a list of airlines you have government rates with?	6. The establishment and negotiation of rates is the responsibility of the framework member(s). All available information is set out in the RFT, please refer to Annex A, Historical Data at Appendix 1 to the RFT includes historical data to assist Tenderers in submitting their proposal.
	7. In relation to packaged travel, a group fee would typically be a percentage value of the overall cost, rather than the individual booking fees added together. Please can this be reflected in the pricing sheet?	7. Tenderers are requested to refer to Appendix 2 Pricing Schedule and in particular items 2 and 3 of the instructions. For your convenience partial excerpts as below:

		<i>'2. Tenderers must not insert additional items in the Pricing Schedule or make any alterations to the Pricing Schedule.</i> <i>3. Variations and/or alterations to the Pricing Schedule are not permitted and will result in the Tenderer being eliminated from the Competition.'</i>
	8. Are you able to indicate what percentage of European travel is booked on Low-Cost Carriers.	8. All available information is set out in the RFT, please refer to Annex A, Historical Data at Appendix 1 to the RFT includes historical data to assist Tenderers in submitting their proposal.