


E-mail

TO:	All Bidders FAO Sales Managers	FROM:	Sally Alvarez De Schreiner Chief, Procurement Section
DATE:	2 November 2022	REF.:	RFP No. 2022-0127/RAHMAN 
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SUBJECT:	Clarification No.1 – ITB No.2022-0127/RAHMAN “ALFRESCO DMS Subscription renewal Year 2023”		

Dear Sales Manager,

Please find attached responses to queries raised by interested bidders in respect of RFP No. 2022-0127/RAHMAN (“ALFRESCO DMS Subscription renewal Year 2023”).

Kindly note that clarifications are integral part of the ITB document and should be taken into account in the preparation and submission of your proposal.

We look forward to receiving your proposal prior to the extended submission deadline of **7 November 2022, 17:00 hours**, Vienna (Austria) local time.

Kind regards



Sally Alvarez De Schreiner
Chief, Procurement Section

Attachments:

- Table of Clarifications

No.	Question	Answer
1	<p>The bidder inquiry if the EULA (End user License Agreement) can be accepted.</p> <p>They need to supersede The Commissions General Conditions (Annex A in your RFP) and The Commissions Terms of Reference (Annex B in your RFP).</p> <p>Is that OK for you?</p>	<p>Bidders should include any contractual matters as part of their offers. These will then be assessed during the contractual evaluation of the proposal following their technical acceptability. Kindly note the provision of Annex A (End-User Disclaimer) to the Model Contract.</p>
2	<p>Conditions of Contract (Termination)</p> <p>Citation: “The Commission may terminate the Contract in whole or in part, and at any time, upon thirty (30) days’ notice of termination to the Contractor.”</p> <p>However, the Alfresco subscription can only be bought in increments of one year and thus it is not possible to terminate it during the already agreed upon subscription period. The amount paid for the chosen licensing/subscription and services period is not refundable.</p>	<p>Bidders should include any contractual matters as part of their offers. These will then be assessed during the contractual evaluation of the proposal following their technical acceptability.</p>
RFP Amendment	<p>Correction to the RFP Instructions for Preparation and Submission of Proposals:</p> <p>Section 2 Document included in this RFP is corrected as follows:</p> <ul style="list-style-type: none"> (a) Letter of Invitation (b) These Instructions for Preparation and Submission of Proposals with its Attachments: <ul style="list-style-type: none"> - Attachment 1: Evaluation Criteria and Method - Attachment 2: Procedure for submission of electronic bids (c) List of CTBTO Member States (d) Statement of Confirmation (e) Vendor Profile Form (f) Bidder’s Statement Form (g) The Commission’s End User Disclaimer (Annex A) (h) The Commission’s General Conditions of Contract (Annex B) (i) The Commission’s Terms of Reference (Annex C) <p>Note: In the event of award, the Proposal will be incorporated as Annex D to the Contract.</p>	