



# CITYRINGEN

## CRSH\_CWISA

### Questions and Answers in relation to PQ process

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### Revision summary

Version	Date	Scope of revision	Change description
1.0	2016-12-20	Answer to question 3-1	

## **1 Introduction**

The procurement process for Cityringen – branch off to Sydhavnen, CRSH\_CWISA for an independent safety assessor for the CW contracts is ongoing.

A Contract Notices was published 2016-12-02 at TED:

- 2016/S 233-424996

The present document answers questions raised by potential applicants of general interest for potential applicants. Questions are anonymised and numbered ongoing by Metroselskabet I/S (MS). The questions and answers are listed below with the newest at top. The document will be updated with answers to received questions (if any).

## **2 Questions and Answers**

### **Question 03:**

when completing the ESPD form we observed some (hopefully minor) inconsistencies, which we would like to clarify with your kind support:

1. Contract Notice 2016/S 233-424996 section III.1.2) asks for economic figures from the last 3 years, whilst the ESPD form section IV B requests information for 5 years. Are 5 years the correct time span?
2. Contract Notice 2016/S 233-424996 section III.1.2) asks for economic figures from the last 3 years – as we understand, that applies also for the requested information a) Profit/loss for the year after taxation, b) Equity capital and c) Total assets. But the ESPD form section IV B requests this information only once, i.e. to our understanding for one (1) year. Is this understanding correct and is it thus sufficient to provide the latest available data (i.e. 2015) only?
3. Contract Notice 2016/S 233-424996 section III.1.3) asks for up-to 10 references, whilst the ESPD form section IV C allows for 5 references only. Are 5 references sufficient?

### **Answer 03:**

We are obliged to use the ESPD and we do acknowledge that the tool is not the easiest to use. Sorry for that.

Ad 1)

No, 3 years is enough, just leave two input fields empty

Ad 2)

No, an applicant must submit figures for the last three available years in the input field. Please use the year as headings in the field.

AD 3)

10 references is a maximum, there is no minimum requirement. It is up to an applicant to decide.

If an applicant decides to submit more than 4 references, please attach those references as attachments and use the fifth input field ("Description") to fill in a specific reference (Doc. ID) to each reference, cf. also the contract notice section III.1.3:

*"If the description of a reference not fits into the ESPD format due to e.g. pictures or illustrations a specific reference (Doc. ID) to an attachment shall be incorporated in the ESPD instead."*

**Question 02:**

The document

*"Delivery requirements for prequalification "PQ Independent Safety Assessor – Cityringen Branch off to Sydhavnen" (project "[02465] - CRSH\_CWISA)"*

clearly requests:

*"If the Application is based on a third part (e.g. parent company or subconsultant), the third part shall complete an ESPD part II (only A and B), III, IV, V and date and sign ESPD part VI."*

However, we did not find a way to include another ESPD into our application. So is it indeed expected that also our dedicated subcontractor has to register separately and to obtain an own ESPD access to provide his data?

In this case, how to clarify the correlation between the supposed main contractor and his subcontractor, as the ESPD form asks for information only that appears to be related to the main contractor – and some of this information might not be applicable for the subcontractor (e.g. accreditations, references etc.)?

**Answer 02:**

Every company shall fill in their own ESPD, cf. section III.1.4 in the contract notice.

The role of each company must be described in Part II A, cf. the last sentence in section III.1.4 in the contract notice:

*"If the Applicant consist of more than one company the role of each company and the task to be solved by each company must be described in part II A (possible to do after ticking "yes" to the question "Is the economic operator participating in the procurement procedure together with others?")."*

Please also see the print screen below:

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### **Question 01:**

It is clear that we have to complete the information requested by the ESPD. But in addition, the web site contains various further documents, in particular the "CWISA Tender List" CR-X-MSCRSK-ISA-TEN-DOC-0006 Version 1.0, which request additional information (e.g. Proposed Methods and Tools for Phase 4 (delivery No. 3), Resources and Organisational Plans for Phase 4 (delivery No. 4), List of Key Employees (delivery No. 5), CV's for Key Employees (delivery No. 6), Hourly Rate per Employee Category), which we would have expected to be part of the final quotation.

Could you please clarify whether the information according to the "CWISA Tender List" is also required to be part of the Prequalification Documentation to be submitted by 09.01.2017?

### **Answer 01:**

In relation to preparing an application for prequalification an applicant only need to consider the documents in folder No. 00 "Prequalification Documents"

The new EU-procurement directives have a clause that the tender documents shall be public at the time the contract notice is published (to secure transparency). That's why the documents in folder 10 are made public at this stage of the procurement process.

Only selected Tenderers after the prequalification phase may submit a filled in tender list and the associated tender deliverables. No of the information listed in tender list is required as part of an application for prequalification.