



OPEN INVITATION TO TENDER
AO/RES/RGERMA/Language training/009/14
“Provision of language training to Cedefop staff”
Request for Clarification (1) – Questions & Answers

Question No 1

Could the provider be from another EU country than Greece?

Cedefop's answer to question No 1

Yes, the tenderer may be from another EU country than Greece. Please refer to the first paragraph of Section 4 of the Tender Specifications.
Please note however that the trainings will have to take place in Thessaloniki, Greece.

Question No 2

Is there a requirement that the provider or his coordinator must speak Greek? Or will the communication in the execution of the contract be in English?

Cedefop's answer to question No 2

No, there is no requirement that the tenderer or the project manager must speak Greek. The communication for the performance of the contract will be in English.

Question No 3

Is there an expected volume of contract in documentation?

Cedefop's answer to question No 3

Yes, there is a foreseen volume for this contract. Please refer to point 1.5 of the Tender specifications.

Question No 4

Can a Lot (e.g. French - with a volume of 850h) occur and finish during a one-year period or it has to be distributed by the 4 years of duration of the project?

Cedefop's answer to question No 4

The 850 hours is an indicative number which covers the 4-year period. Actual number of hours will depend on Cedefop needs and the annual number of classes may vary from one year to another.

Please see also point 1.5 of the Tender Specifications.

Question No 5

What is the evidence that a language instructor needs to present to make proof of the level of English he/she has (for instructors applying for languages other than English)?

Cedefop's answer to question No 5

As per point 3.2.2 of the Tender Specifications, the instructors applying for languages other than English must submit detailed information on indication of level of English in their curriculum vitae.

If available, relevant certificates may be attached but they are not required.