

Procurement procedure: EMSA/NEG/1/2024

Questions and Answers

Number	Question	Date and time	Reply	Date of publication
1	If the contract does not start in May 2024, we understand that the contracting authority guarantees a contractual period of 36 months. Is that correct? (TS Point 5)	18/03/2024 11:06 GMT	<p>The expected date for signature of the contract mentioned in section 5 “Timetable” of the Tender Specifications is merely indicative.</p> <p>According to Article I.3 of the draft Framework Contract, the contract will enter into force on the date on which it is signed by the last party. The Framework Contract is concluded for a period of 48 months with effect from the date of its entry into force. However, this does not bind the contracting authority to purchase any specific amount or type of services for any minimum duration.</p> <p>During contract implementation, the type and number of equipment requested for renting may be subject to variation according to business needs, which will be reflected in specific Order Forms implementing the Framework Contract.</p>	04/04/2024
2-15	<p><u>Typology Small MFD working group:</u></p> <p>2. What is the minimum copy and print speed?</p>	18/03/2024 11:06 GMT	There are no minimum requirements related to the clarifications requested under questions from 2 to 15.	04/04/2024

	<p>3. Should the equipment have an HDD/SSD in order to allow the storage of documents?</p> <p>4. What is the minimum paper capacity of the equipment?</p> <p>5. Should the machines have single-pass automatic document feeders to ensure fast document scanning?</p> <p>6. Should the machines have PostScript so that it is possible to print jobs with certain characters?</p> <p>7. Should the equipment be equipped with security and control mechanisms that guarantee the reliability of the individual and network operation of the equipment, information security and preservation of configurations (abusive anti-intrusion systems and malware)?</p> <p><u>Typology MFD Medium Working Group</u></p> <p>8. What is the minimum copy and print speed?</p> <p>9. Should the equipment to be proposed have at least 4 paper feed drawers, thus ensuring a higher paper capacity?</p> <p>10. Should the machines have single-pass automatic document feeders to ensure fast document scanning?</p> <p>11. Should the machines have PostScript so that it is possible to print jobs with certain characters?</p> <p>12. Should the equipment be equipped with security and control</p>		<p>The only minimum requirements to the proposed equipment are the ones listed under section 2.2 of the Tender Specifications.</p> <p>Tenderers are free to submit offers that go beyond those requirements.</p> <p>Besides the required services, as mentioned under section 7 of the Tender Specifications, EMSA may request the contractor to propose supplementary supplies/services to be ordered on the basis of a quote provided by the contractor as per Articles I.4.3 and I.5.1 of the Framework Contract. For that purpose, the tenderers are encouraged to submit with their bid their full catalogue of all devices and services.</p>	
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	<p>mechanisms that guarantee the reliability of the individual and network operation of the equipment, information security and preservation of configurations (abusive anti-intrusion systems and malware)?</p> <p><u>Typology Printer for small workgroups</u></p> <p>13. What is the minimum print speed?</p> <p>14. Should the machines have PostScript so that it is possible to print jobs with certain characters?</p> <p>15. Should the equipment be equipped with security and control mechanisms that guarantee the reliability of the individual and network operation of the equipment, information security and preservation of configurations (abusive anti-intrusion systems and malware)?</p>			
16	<p>In order to ensure contractual balance, we consider that the contracting authority guarantees the full amortisation of the hardware and software costs for a period of 36 months, in the form of a fixed monthly rent. Is the understanding correct? (TS Point 12)</p>	<p>18/03/2024 11:06 GMT</p>	<p>As mentioned in section 12 of the Tender Specifications and in its Appendix B:</p> <ul style="list-style-type: none"> - the renting services shall be invoiced based on a fixed monthly rental price, covering all aspects of managing the devices, including the provision of all consumables needed for the devices to work properly and any associated services such as transportation, installation and maintenance services, and the provision of 	<p>04/04/2024</p>

			<p>toner and staples (where applicable).</p> <ul style="list-style-type: none"> - the pages printed services shall be separately invoiced on a monthly basis (pay-per-print). - the Solution for Secure/Follow-Me printing services, if requested, shall be invoiced separately as well. 	
17	The documentation doesn't explicitly refer the location(s) where the printers and service will be provided. Is correct to assume that it will be provided just in one location in Cais do Sodré, Lisbon, Portugal?	27/03/2024 09:57 GMT	<p>The printers and service will be provided in one location only, at:</p> <p>EMSA Praça Europa 4, 1249-206 Lisboa, Portugal</p>	04/04/2024
18	Can you provide technical detail of the HID proximity access badge used by EMSA staff, namely which RFID technology uses?	27/03/2024 09:57 GMT	<p>Specifications for HID cards:</p> <p>ACTAtek part no.: MIFARE™ ACTA-MF-1K-C-W Frequency: 13.56MHz Protocol: ISO14443A Unique ID: 32 bits EEPROM Size: 1024 Bytes Material: PVC Temperature: -20°C ~ +50°C Dimension: 85.6 × 54 × 0.86 (mm)</p>	04/04/2024

Requests for additional information regarding this procurement procedure shall be sent by e-mail to the following address neg12024@emsa.europa.eu.

Requests for additional information received less than six working days before the closing date for submission of tenders may not be processed.

The deadline for submission of the tenders is 03/05/2024.

The responsibility for monitoring the Agency's website for replies to queries and/or further information remains with potential tenderers.