2nd Call for tender - Safety of toys

FAQs

1. Is there a template or a form for responding to the call for tender?

No. There is no template or form for responding to the call for tender. Applications may be submitted in any form which complies with the requirements given in the call for tender and provides the necessary information. Applications shall also contain the declarations specified in the call for tender (see Annexes C and D).

2. How many hard copies have to be provided with the application?

One. However, in case of multiple applications (for different projects/roles) for each application all bidding/application documents required shall be submitted in a separate sealed envelope clearly marked CONFIDENTIAL.

3. Is there any additional supplementary information?

Supplementary information to the call for tender will be published on the website of the DIN standardisation committee Safety Design Principles Standards Committee (NASG, http://www.din.de/go/nasg). These FAQs and the FPA 2014 (Framework Partnership Agreement between EC and CEN) have been placed on this website.

4. Are the projects 100% funded by the EC and EFTA?

On condition of approval by EC and EFTA, costs of external subcontractors such as laboratories are generally funded at 100%, with approx. 95% being borne by EC and 5% by EFTA. Costs have to be in accordance with and justified as defined in FPA 2014 and accepted by EC/EFTA. The payment is usually divided into at least three instalments after completion of defined milestones and approval of the interim/final reports and the justification of costs.

5. Which costs are classified as eligible costs?

FPA 2014 contains a definition of eligible costs (from Page 33).

6. Who participates at the Task Group meetings?

Only the contracted task group convenor/laboratories/statistician and a restricted number of experts appointed by a national standardisation body (NSB) or by a liaison body may attend the meetings.

7. How will the selection procedure be carried out and when will it be completed?

The selection will be conducted by the selection panel (see clause VIII.5 of the call for tender) on the basis of defined selection criteria (clause VI) and award criteria (clause VII).
The selection procedure begins after completion of the deadline. However, it is presently not foreseeable when the selection will be completed.
As pointed out in the call for tender, the authorization of the European Commission is required before the work starts.

8. What kind of documentation is necessary to prove the economic and financial capacities?

The applicant has to prove that she/he is able to execute the project in economical and financial terms within the given time frame, i.e. sufficient staff, financial means etc. This could be proven by documents such as annual reports or by business/financial figures of the last 3 years (number of staff, revenues, balance sheet totals etc.).

9. Is the procedure of the test method validation specified by the Statistician or by the Lead Laboratory?

In order to ensure that the method of validation is equivalent for all 5 subprojects the procedure will be specified in consultation of the Technical Project Leader, the Statistician and the five Lead Laboratories. In principle, justified deviations between the method validation procedures of the subprojects are permitted (e.g. differences due to the type of method (migration or content)). The final procedure for the validation needs to be approved by CEN/TC 52/WG 5.

10. Does a separate application have to be provided for each subproject/role (in case that an applicant wants to apply for more than one subproject (e.g. formamide, phenol) or role (Lead Laboratory, Peer Review Laboratory etc.))?

Yes, for each subproject/role a separate application has to be provided. This is also applicable if an applicant e.g. applies for the Peer Review Laboratory of all subprojects.

11. For each subproject, the responsible reference material supplier has to provide a specified number of reference materials (e.g. at least 2 for subproject 1 "formamide" or at least 5 for subproject 4 "phenol") with different concentrations (and additional draft reference materials/working materials)? Does this mean, e.g. for subproject 1 "formamide",

> ***a) that the concentrations of the (at least) 2 reference materials shall be different or***
>
> ***b) that each of the (at least) 2 reference materials shall be provided with various different concentrations resulting in total in a higher number of reference materials?***

It means that the concentrations of the specified number of reference materials (e.g. at least 2 for subproject 1 "formamide") shall be different, i.e. option a) is correct.

12. Is it possible to change the draft service contract(s) by e.g. introducing a limit of the liability?

According to the basic principles of awarding contracts according to FPA 2014 such as the principle of transparency, ensuring fair competition, etc. it is not possible to modify the draft service contract. Modified applications will generally be excluded from further proceedings as formally defective.

13. The time schedule for the validation in peer review process and the round robin test is very tight? When is the preparation of the reference material including stability tests going to take place, i.e. when can the validation work start? Can e.g. the deadline for the peer review validation be postponed?

In principle, the time schedule and the deadlines specified in the call for tender and the draft service contracts are fixed. However, in consultation with the involved and relevant project partners, certain deadlines which will not affect the overall completion of the project might be adjusted. Of course, it is also possible to fulfil certain tasks before the deadlines which will allow for more flexibility for other (following) tasks.
All specified deadlines for all project partners are given in Annex B (for each project role a subclause "time frame" contains the relevant deadlines) and in the respective draft service contracts in Annex G. Reference materials shall for example be provided on 2020-11-01, draft reference materials (working materials) which could serve as input for the test method development shall, however, already be provided on 2020-08-01.

14. Is it possible to submit applications via certified e-mails instead by postal mail? To which address does the application has to be sent?

According to the call for tender, "tenders shall be sent by postal mail to the secretary of CEN/TC 52/WG 5 "Safety of toys - Chemical properties", Mr Sebastian Lentz", i.e. to the following address:

DIN Deutsches Institut für Normung e. V.
DIN-Normenausschuss Sicherheitstechnische Grundsätze (NASG)
Mr Sebastian Lentz
Saatwinkler Damm 42/43
13627 Berlin

It is not permissible to submit applications via e-mail, certified e-mails or alternative systems.