

**FP7 – 288028**  
Framework Programme (FP) 7  
ICT -2011.5.3  
Patient Guidance Service (PGS), safety and healthcare record information reuse  
Combination of CP & CSA



**DECIPHER** PCP

**Frequently Asked Questions**



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# I. Frequently Asked Questions

## 1.1 Disclaimer

*The Bidders shall take into account that the answers provided by the Procuring Entity will be aimed to ease the understanding of the interpretation of the Tender Documents and solve those Bidders' doubts to the extent possible so that they may properly draft their bids. In any case, these answers under no circumstances may substitute the content of the Tender Documents and hence Bidders will always have to consult the referred to documents and fulfill the requirements set forth thereunder. In case that, due to any error, there would be any discrepancy between the answers provided by the Procuring Entity and the content of these documents, the Bidders, without prejudice to the fact of being able to obtain from the Procuring Entity the relevant clarifications within the timeframe thereto, shall have to fulfill the requirements set forth by the Tender Documents.*

## 1.2 Submitted Questions

Identifier	Date to be published	Question	Answer
1	July 8 <sup>th</sup> , 2014	What is the <b>closing date</b> of the call for tender?	Pursuant to <b>Section 3.1.1.2 (ii) of the document DECIPHER_InvitationToTender</b> , the call for tender corresponding to Phase 0 closes <b>on August 25<sup>th</sup> at 13:00 hrs. CET or 12:00 hrs. GMT.</b>
2	July 8 <sup>th</sup> , 2014	In the tender it is mentioned "(...) The entities registered to the <b>alert services</b> of the abovementioned platform will be kept informed in relation with the relevant decisions and events that will take place in the DECIPHER PCP Procedure. (...)" But I am not clear how can I register to the alert service?	Once you are at DECIPHER tender announcement of the Public Procurement platform of the Generalitat de Catalunya you can subscribe to the alert service going to the right column of the screen and <b>clicking on the text 'Would you like us so send you information about new developments?'</b> (CAT: 'Voleu que us informem de les novetats?' / ES: '¿Quiere que le informemos de las novedades?') <b>just below the header 'Submissions'</b> (CAT: 'Subscripcions' / ES: 'Subscripciones'). Once clicked you are prompted to enter your contact details in a specific form. Please <b>fill the form</b> and click on <b>'Send'</b> (CAT / ES: 'Enviar').
3	July 8 <sup>th</sup> , 2014	Is there any available electronic <b>system</b> to be used <b>to submit the bids?</b>	Electronic submission of the bids for Phase 0 is not allowed.
4	July 8 <sup>th</sup> , 2014	It is my first time taking part to a procedure like this and I wonder	The <b>Section 3.1.1.2 of the document DECIPHER_InvitationToTender</b> describes the full requirements of the submission. The entities interested in participating in the DECIPHER

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		<p>whether there is <b>any specific requirement to take into account when shipping my bid by post</b></p>	<p>PCP shall submit a bid in <b>one physical container (e.g.: envelope, box, ...)</b> very well closed and containing:</p> <ol style="list-style-type: none"> <li>1- <b>three separate and independent envelopes (A, B and C)</b>, in a way that allows ensuring the secrecy of the content of each one until their formal opening.</li> <li>2- <b>A memory stick or a DVD (one for each envelope) of their full content recorded in one PDF document (i.e. a PDF document for envelope A recorded in a memory stick or DVD and shipped inside envelope A, another PDF document for envelope B recorded in a memory stick or DVD and shipped inside envelope B and another PDF document for envelope C recorded in a memory stick or DVD shipped inside envelope C).</b></li> </ol> <p>The <b>container will be addressed to:</b></p> <p>Agència de Qualitat i Avaluació Sanitàries de Catalunya (AQuAS)                  Oficina de Contractació                  Roc Boronat, 81-95                  ES-08005 Barcelona (SPAIN)</p> <p>The container <b>will be delivered:</b></p> <ul style="list-style-type: none"> <li>- EITHER <b>by hand</b> at the Official Registry office of the Procuring Entity</li> <li>- OR <b>by registered post services with notification of reception: in that case the same day the Bidder should inform to the Procuring Entity of the dispatch of the bid by email (<a href="mailto:DECIPHER.AQuAS@gencat.cat">DECIPHER.AQuAS@gencat.cat</a>), fax (+34 93 5517510) or telegram</b>, attaching a proof that the shipment took place before August 25<sup>th</sup> at 13:00 hrs. CET or 12:00 hrs. GMT.</li> </ul>
5	July 8 <sup>th</sup> , 2014	<p>Once shipped, <b>is there any deadline for the bids to arrive to the Contracting Authority?</b></p>	<p>Bids should arrive at the Procuring Entity within seven (7) calendar days after August 25<sup>th</sup>, that is September 1<sup>st</sup>, being excluded in other case.</p>
6	July 8 <sup>th</sup> , 2014	<p>In case I do have <b>questions</b>, how can</p>	<p>Pursuant to <b>Section 2.3.1.2 of the document DECIPHER_InvitationToTender</b>, clarifications related</p>

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		<p>I submit them? Which is the <b>last day</b> am I able to <b>submit</b> any question?</p>	<p>to any issue related to the DECIPHER PCP Procedure can be requested by the Bidders <b>writing an e-mail</b> to <a href="mailto:DECIPHER.AQuAS@gencat.cat">DECIPHER.AQuAS@gencat.cat</a>.</p> <p>All questions or requests for clarification related to the DECIPHER PCP Procedure must have been received by the contact point no later than ten (10) calendar days prior the deadline for Bid submission. Since August 15<sup>th</sup> is a non-business day in Barcelona, the <b>last day to submit questions will be August 16<sup>th</sup></b></p>
7	July 8 <sup>th</sup> , 2014	<p>What is the <b>goal of the entities list</b> available from the <b>‘Partners finding page’</b> at the DECIPHER web site (<a href="http://www.decipherpcp.eu/call-tender/companies-interested-participation">http://www.decipherpcp.eu/call-tender/companies-interested-participation</a>)? Will this list be used to select the organizations to be awarded with a contract?</p>	<p>Interested parties can submit their bid to DECIPHER procurement procedure either by their own or in consortium. The ‘Partners finding page’ available from DECIPHER web page is there <b>to support the entities willing to bid in consortium</b> to be found by and to find potential partners.</p> <p>Making part of this list is <b>not a pre-requisite for the participation to the DECIPHER pre-commercial procurement procedure and does not give advantage to any supplier</b>. Bidders selection and awarding is open to all the entities that submit their bids in compliance with what specified the Invitation To Tender (<i>DECIPHER_InvitationToTender</i>).</p>
8	July 8 <sup>th</sup> , 2014	<p>Is there any way to ask for the <b>suitability of my organization</b> to put a proposal in?</p>	<p>There is no mechanism in place to evaluate the suitability of an organization prior to the submission of the proposals.</p> <p>We recommend each of the interested entity <b>to SELF-ASSESS THE SUITABILITY</b> going through the requirements stated in the document <b><i>DECIPHER_InvitationToTender</i></b>, especially those related to the <b>Envelope A content</b> (section 3.1.1.5), <b>subcontracting limits</b> (section 2.2.2) and <b>geographical requirements</b> (section 4.3). Bidders shall demonstrate:</p> <ol style="list-style-type: none"> <li>1- their <b>legal capacity</b> filling in the FORM A-1 (available in document <b><i>DECIPHER_InvitationToTender_Annex2Phase0Forms</i></b>)</li> <li>2- the <b>non disqualification from contracting with the public sector</b> filling in the FORM A-2 declaring not being included in any of the disqualification causes under article 60 of TRLCSP (TRLCSP states for the</li> </ol>

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			<p>‘Compilation Text of the Law on Public Sector Contracts, approved by Royal Legislative-Decree 3/2011, of November 14’) (or, if existing, under similar regulations in the country in which it is established).</p> <p>3- the <b>technical ability</b> (section 3.1.1.5 of the <b>document <u>DECIPHER InvitationToTender</u></b>)</p> <p>4- The <b>economic or financial capacity</b> (section 3.1.1.5 of the <b>document <u>DECIPHER InvitationToTender</u></b>)</p> <p>5- <b>Subcontracting</b> is permitted in each Phase of the DECIPHER PCP Procedure, provided the portion of the work to be subcontracted <b>does not exceed 49%</b> of the overall services to be performed. (section 2.2.2 of the <b>document <u>DECIPHER InvitationToTender</u></b>)</p> <p>6- For each Phase <b>at least 60%</b> of the R&amp;D services need to be performed within the <b>EU Member States</b>, or a <b>country</b> that is <b>associated</b> to the Seventh Framework Programme (FP7) and the Horizon 2020. (section 4.3 of the <b>document <u>DECIPHER InvitationToTender</u></b>)</p>
9	July 8 <sup>th</sup> , 2014	Should I use any specific <b>form</b> to submit my bid?	<p>All Bidders are expected to use 3 different envelopes A, B and C.</p> <p>The content of <b>Envelope A</b> is described in <i>Section 3.1.1.5 of the document <u>DECIPHER InvitationToTender</u></i> and will consist of the forms <b>Form 0-1, Form 0-2, Form A-1, Form A-2, Form A-3, Form A-4, Form A-5</b> available in <i>DECIPHER InvitationToTender_Annex2PhaseOfOrms</i> and diligently filled in.</p> <p>The content of <b>Envelope B</b> will consist of one document (one per each bid) described in <i>Section 3.1.1.6 of the document <u>DECIPHER InvitationToTender</u></i>.</p> <p>The content of <b>Envelope C</b> is described in <i>Section 3.1.1.7 of the document <u>DECIPHER InvitationToTender</u></i> and will consist of the <b>FORM C</b> available in <i>DECIPHER InvitationToTender_Annex2PhaseOfOrms</i> diligently filled in. There will be one and only one financial proposal for each of the bids</p>

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<p>10</p>	<p>July 8<sup>th</sup>, 2014</p>	<p><b>Envelope A</b> will contain several <b>forms</b>. Am I expected to use all of them?</p>	<ul style="list-style-type: none"> <li>- <b>Form 0-1:</b> is to be filled in only if the Bidder is submitting the documentation in either Catalan or Spanish together with its English translation</li> <li>- <b>Form 0-2:</b> is to be filled in only if the Bidder is submitting the documentation in either Catalan or Spanish without its English translation</li> <li>- <b>Form A-1:</b> is to be filled in by all individual Bidders, by all consortia members if the Bidder is a consortium and by all subcontractors subcontracted by the Bidders</li> <li>- <b>Form A-2:</b> is to be filled in by all individual Bidders, by all consortia members if the Bidder is a consortium and by all subcontractors subcontracted by the Bidders</li> <li>- <b>Form A-3:</b> is to be filled in only if the Bidder is a consortium</li> <li>- <b>Form A-4:</b> is to be filled in only if Bidders will subcontract subcontractors and by all consortia subcontracting members if the Bidder is a consortium. In addition, part of this Form must also be filled in by the relevant subcontractor/s.</li> <li>- <b>Form A-5:</b> is to be filled in by all individual Bidders and by all consortia members if the Bidder is a consortium</li> </ul>
<p>11</p>	<p>July 8<sup>th</sup>, 2014</p>	<p>Is it possible that the <b>documentation published on June 25<sup>th</sup></b> - when the call was issued - gets amended?</p>	<p>During the tendering period it can happen that the tender announcement and documents get amended. You can go through all the changes implemented clicking on the <b>buttons ‘Initial publication’ and then ‘Correction 1’, ‘Correction 2’ and so on up to ‘Most recent correction’</b>. When you click on ‘Most recent correction’ the latest and greatest version of the tendering documents are made available.</p> <p>At the <b>‘Notices board’</b> it is possible to read any communication from the Contracting Authority (as the documents amendments).</p> <p>Please <b>subscribe to the Alert Services</b> to get <b>automatically informed</b> when the tender announcement and documents get amended or an update is communicated.</p>