

Helsinki, 03/05/2013

Open call for tenders ECHA/2013/03

Provision of an HR System, Implementation and Support Services

Question 3.1:

What is included at the 25 GB of data migration?

Answer:

ECHA employees' data relating to the HR processes in scope. Please refer also to Section 2 of the Tender Specifications and Section 2.2.5 of Annex 5.1.1.

Questions 3.2:

Regarding request stated in Annex 5.1.4 – Cost of licenses:

Is our understanding correct, all software licenses needed for our proposed software solution to run must be delivered by our company?

If not, please provide us with a list of the software licenses and their version that can be used in this project.

Answers:

All software licences needed for the proposed solution are the responsibility of the Contractor and their cost shall be presented in the financial offer (see section 4.1.2.3 of the Tender Specifications and Annex 5.1.4 Pricing Sheet).

Please note, however, with reference to section 2.2.4 Reporting of Annex 5.1.1 '*ECHA BO reporting team will use Business Objects to create all other reports*', that Business Objects licences are currently owned by ECHA and shall not be included in the financial offer. Please see also Answer to Clarification 2.8.

Question 3.3:

Regarding training for users:

Please clarify if our company must provide training facilities and necessary equipment or if will be provided?

Answer:

It is expected that training is delivered at ECHA premises. An ICT training room equipped with 30 standard desktop computers is provided.

Question 3.4:

Regarding Annex 5.1.1, point 2.2.5 Data migration:

What are the capabilities of the current system in terms of exporting existing information into a format that can be used for importing into another product?

Answer:

The data is largely available in the format of MS-Word files, MS-Excel files, MS-SharePoint repositories/sites and various Microsoft SQL Server databases. The functionalities and tools of Microsoft SharePoint and Microsoft SQL Server are available for exporting data.

Question 3.5:

Regarding 3.2.1.2 Functional and technical team:

Please confirm we do not have to submit in our offer CVs for profiles mentioned.

Answer:

Tenderers are not requested to submit CVs in their offer. Please see also Answer to Clarification 1.8.

Question 3.6:

In your annex 5.1.2: Functional Requirements book, from rows 413 to 429 and column F+G, cells are locked and we cannot input answers.

Answer:

The cells in columns F and G for the rows 413 to 429 have been unlocked. A corrigendum is being published to update Annex 5.1.2 accordingly. If preferred, and always using the form provided in Annex 5.1.2, a second Excel sheet covering only the cells/rows mentioned above can be submitted in addition to the main Excel sheet covering the overall Requirements Book. For the page count only the respective parts will be taken into account.

ECHA