

MRA/ENE/49/10/2

Questions submitted in connection with Tender No MRA/ENE/49/10/2

1. What is meant with the "Contract shall be operative by for a period of approximately 1 year until 31st December 2012"? Is this a deadline from our part or is it the lifetime of the project? Who is going to maintain the data after the above-mentioned date? Shall services rendered after the sign-off from the user be additionally charged based on the effort required to implement the requested changes?

> The 31st December 2012 is the date for the end of the project. The major part of the database information is planned to be implemented in the initial part of the project. Maintenance and updates in the database will still be required to be attended to till the end of the project. The propriety of the database and any related software should pass to the Contracting Authority, as the Schedule of Prices and Rates in the tender also include such expenses as covered by the tender.

2. Where is the database going to be hosted hardware wise? Is the hardware (Server) going to be provided by the contracting authority and will it be located on MRA premises? Will MRA staff require continuous access to this server? How many users will require access to the database? Is all the required data already collected by MRA? Is this available in electronic format? Which format is it? (Excel, CSV....) What about data from foreign project partners? Mapping information will require the storage of co-ordinate data. Is this already available to the MRA and is the data regional or based on households/industry?

> During the project duration, the database is to be hosted on a different server other than that of the Contracting Authority. The Schedule of Prices and Rates in the tender also specifies the costs of hosting and software licenses. Thus hosting has to be included in the tender offer. Access to the source of the database for updating and data input needs to be available for all the project partners. Users requiring data may only retrieve data through specific searches defined on the web site. Relevant data will be provided by the project partners and data format may vary and may include Excel, CSV, Dbase Access, GIS and others. The stratification of data is defined in the tender and may be regarding household/industry for some parameters and defined regional in others or a combination of both, depending on the detail of data availability.

3. With reference to the provision of training on energy atlas – To whom will this be provided, how many instances and where?

> The project aims to involve a list of stakeholders in the category of residents, technology experts, policy makers and representatives of the private sector. The project indicators mention 2 seminars for Atlas presentations.

4. Workshop?

> There will be 3 Workshops (EASW) addressed for the same list of stakeholders. For more information of the EASW methodology, please refer to the links:

<http://www.cipast.org/cipast.php?section=1012>

<http://cordis.europa.eu/easw/src/download.htm>

http://www.socialni-dialog.si/pdf/easw_en.pdf

<http://cordis.europa.eu/documents/documentlibrary/27751641EN6.pdf>

5. Please quantify the amount of articles and frequency being envisaged?

> There is a target of the distribution of 2000 copies of the Atlas information, 10 Newsletters and 4000 brochures among all four partners to be carried out during the lifetime of the project. The selected contractor will be required to contribute to the writing of the Atlas information, and to make article contributions for the Newsletters and the Brochure.

6. Please quantify the participation frequency required on behalf of the authority being envisaged?

> By way of an indication, besides the requirement for the direct involvement in the workshop and training sessions, there are two further Steering Committee meetings to be carried out in Sicily, and the project anticipate 15 skype conferences and 3 energy tours, one being local, which the contractor may be required to attend.

7. Who will bear cost of software server licenses?

> This is specified in the Schedule of Prices and Rates in the tender i.e. part of the contract rates, and is thus to be borne by the contractor.

8. Database requirements:

a. Since mapping display is done on website what is the data format to be stored in the database?

> The data should be in GIS, compatible with Arc Map.

b. Is database to be hosted online (Public)?

> As already explained in question 2, access for the source should be available to the project partners, even through the web. Users can only view results from searches available on the web.

9. Where is the dividing line between the web site contract and the database contractor?

> The templates for the search criteria must be developed in tandem between the contractor and the web developer. However the format and layout on the web is within the web developer's remit.

10. Who shall bare the recurring costs for hosting until 31st December and after 31st December?

> The costs until the 31st December 2012 are specified in the Schedule of Prices and Rates in the tender i.e. are part of the contract rates, and are thus to be borne by the contractor.

11. The amount of countries participating in the project can affect the hosting space requirement and costs involved. Is there an indication on the amount of the extra participants apart from the 3 mentioned?

> At present there is no visibility on any other region joining the project.

12. Who will be responsible for the online representation of the GIS data collected for the Energy Atlas? Is it part of the database requirements or part of the web site contracted to another third party?

> This will be the responsibility of the tenderer being contracted.

13. What is the frequency, scope and duration of the European awareness Scenario Workshop/Forums. In what form is the dissemination required? (Paper, emails, presentation) Who will bear the cost of any related unplanned expenses?

> Please refer to the EASW links provided in question 4. The Schedule of Prices and Rates in the tender should include all expenses.

14. Will the interfacing with the website be implemented during the contracting term ie until 31st December 2012.

> All tasks must be done within the project life time as per schedule plan approved by the project Steering Committee.