

Questions and answers on tender
Service contract - Open procedure
EVALUATION OF CPVO EXTERNAL COMMUNICATION

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Question	Answer
<p>External communication policy</p> <p>The terms of reference states that an external communication policy was recently adopted. The policy is then cited at a number of points in the description of the topics to be covered. We have reviewed the CPVO's website and documents therein but have not been able to locate this policy. Would it be possible for us to be provided with a copy of the policy?</p>	<p>Yes. A copy of the document will be made available on the CPVO website.</p>
<p>Contact data</p> <p>Please could you advise what stakeholder contact data the CPVO holds and whether these access to these details would be provided to the appointed contractor for the purposes of the consultations that will form part of the study.</p>	<p>The CPVO manages a "Contact Database" where all contacts and stakeholders are identified by categories. This information will be available for the appointed contractor.</p>
<p>Deadline and delivery arrangements</p> <p>Our understanding is that we have the option of sending the proposal by registered mail (or express courier) on the 23 September, providing we can provide proof of posting on that date, with the tender arriving at the CPVO by courier or mail the following day. I would be grateful for confirmation on this point.</p>	<p>We confirm that the date taken into account is the date of sending the registered mail. The CPVO waits a few days after the deadline before organizing the opening of the bids to be sure having received all the mails sent by the tenderers</p> <p>You have the option to send the proof of sending by e-mail to inform the CPVO it will receive your mail soon.</p>