



Organization for Security and  
Co-operation in Europe

Date: 30 March 2015

**ITB/SEC/05/2015**  
**Provision of Coffee Vending Machines for the OSCE Secretariat**  
**Clarification Note 3**

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The Organization for Security and Co-operation in Europe has received requests for clarification from potential bidders on Mon 30/03/2015 11:07 with regard to Invitation to Bid No. ITB/SEC/05/2015. The OSCE would like to provide the following clarifications:

“Would you accept both following options?”

Q1: “Vendor places machines and coffee on consignment and get paid by the collection of coin/notes directly from machines or from card system in which employees charge their money?”

**A1: A coin-only solution is not accepted, but it may be acceptable to offer a solution where the staff would buy a card directly at the machine by putting in coins or notes and the money in the cash box is emptied/collected by the supplier.**

Q2: “Vendor places machines on consignment and resell to OCSE; relevant internal OSCE Staff resell to employees?”

**A2: This solution is not acceptable due to the additional work for the internal staff.**

This Clarification Note is dispatched simultaneously to all economic operators known to be interested and can be found at the same time uploaded under the relevant procurement notice on the OSCE’s web-site at [www.osce.org/procurement/tenders](http://www.osce.org/procurement/tenders).

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