

Questions for Clarifications Nr. 1

Ref: RFQ 607374 - Provision of Media Monitoring Service for OSCE-RFOM

1. **Pricing Format** - (submit as a separate attachment) - should we send our official Pricing, Our offer with detailed information about the package and price or?

Answer 1: OSCE Pricing Format has to be filled out, indicating lump-sum

- Detailed information, price break-down can be provided (any financial document has to be submitted as a separate document eg. Annex 1)

2. What would be a **Lump - Sum cost**? - this would be a total price that has to be paid for our services?

Answer 2: Yes. Including ALL costs relating to the provision of the annual service

3. What should we write under the "As applicable, provide cross-reference referring to no. of Mandatory Requirement in your quotation" field?

Answer 3: As applicable – meaning 'can' or 'cannot' provide

- provide cross-reference – meaning; attach (as annex) and refer to the specific document/annex in the format.

4. As we are already working with OSCE, we don't need to complete the **Vendor Registration Form**?

Answer 4: No, a Company working with OSCE does not have to submit the VRF.

- Please indicate: "Vendor name" is Registered with OSCE

5. Can you send us the document that shows that you are **exempt from VAT**?

Answer 5: Attached (OSCE Memo) and in addition see below

OSCE does not have a VATax number, but is tax-exempt under the following EU Directives:

Directive 77/388/EWG - Artikel 15 Nr. 10 -

http://europa.eu/legislation_summaries/other/l31006_en.htm and

Directive 92/12/EWG - Artikel 23 Absatz

1- http://europa.eu/legislation_summaries/taxation/l31018_en.htm

The OSCE can also issue, through the EU authorities in Austria a tax-exemption certificate.

EUROPEAN UNION

VAT AND/OR EXCISE DUTY EXEMPTION CERTIFICATE (*)
(Directive 2006/112/EC Article 151 and Directive 2008/118/EC Article 13)

Serial No (optional)	
1. ELIGIBLE BODY/INDIVIDUAL	
Designation/Name:	Organization for Security and Co-operation in Europe (OSCE)
Street and No:	Wallnerstrasse 6
Postcode, place:	1010 Vienna
(Host) Member State:	A U S T R I A