

**The Secretariat**  
**Procurement and Contracting Unit**  
Wallnerstrasse 6, Vienna 1010 AUSTRIA

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**DATE:** 13 January 2012

**SUBJECT:** Minutes of Pre-Bid Meeting

The pre-bid meeting / site visit took place at 10.00am on 13 January 2012. The following questions were raised:

**1. Question:**

The OSCE General Conditions of Contract for Services mention a Performance Security. Is this a requirement for this tender?

**1. Answer**

No Performance Security is required.

**2. Question**

The Terms of Reference indicate in-building penetration is required for OSCE premises in Wallnerstrasse, Hofburg and Mahlerstrasse. Is it possible to arrange a site visit to the latter two locations?

**2. Answer**

There will be a site visit to Hofburg and Mahlerstrasse on Monday 16<sup>th</sup> January 2012. Please meet in the foyer of OSCE office at Wallnerstrasse 6 at 10.00am.

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