



Travel Agency - 09 - PRO165LAD-2018

ANSWERS TO QUESTIONS

With reference to the above-mentioned International Restricted Procedure, please find below the answers to the questions posed by the interested companies:

REQUEST FOR CLARIFICATIONS Nr. 1 (dated Fri 22/06/2018 12:28)

Question 1: Split or breakout of total volume: the Annex B of the ANNEX II (Terms of reference) specifies the number of missions and trips during 2017, but may we have the following detailed information?

- Air volume or transactions
- Hotel volume or transactions
- Rail volume or transactions
- Rent a Car volume or transactions
- Others (Visa applications, Meeting Rooms, Transfers,,,etc) volume or transactions

Answer: Statistics of missions and trips during 2017

Service	Number
Flight	814
Hotel	114
Train	56
Rent a Car	3
Others	724
Total	1,711

Question 2: Form of Payment: as specified in the Tender, the form of payment will be 45 days for 100% of services, but is UfM willing to accept any different form of payment?

Answer: Payments shall be made within 45 days after receipt by UfMS of invoices, in accordance with clause 29.1 of the Special Conditions of the contact

Question 3: Online tool: is mandatory or optional proposing this solution for UfM?

Answer: Optional