

Brussels, 15/01/2025

## ***Tenderer questions Call for tender - Multiple framework contract in cascade for event management, event design and event branding***

### **Question 1:**

**Is there an overall page limit to the texts concerning the 4 award criteria? In the “how to apply” section you indicate a total of five A4 pages for award criteria 2.**

#### **Answer:**

The award criteria evaluation guidelines do not specify page limits for the documents to be submitted, except for Award Criterion 2, which is explicitly capped at five A4 pages, with the cover page excluded. However, we suggest the following maximum page limits to ensure a focused and efficient evaluation of the various criteria:

- **Award Criterion 1:** Quality and relevance of the methodology outlined in the tender – maximum of 5 A4 pages, with the cover page excluded. **Please note the number of pages has been increased from 2 to 5.**
- **Award Criterion 2:** Agency’s profile – maximum of 5 A4 pages, with the cover page excluded.
- **Award Criterion 3:** Client portfolio – maximum of 2 A4 pages, with the cover page excluded.
- **Award Criterion 4:** Creativity and innovation of the proposed solution – no page limit.