

Questions and Answers

Call for Tenders for International Short-Term Consultancy Services – Communication and Content Development Specialist

QUESTIONS RECEIVED DURING THE COMPETITIVE BIDDING PROCEDURE / One-Off Contract

DEADLINE FOR SUBMISSION OF TENDERS: 10 September 2022, 18:00 (CET)

Question 1. Will the introductory presentations for regional communities of lawyers be online or offline?

Answer:

It is foreseen that the presentations will be conducted online.

Question 2. What are the quantitative coverage requirements for the introductory presentations for regional communities of lawyers?

Answer:

The nature of these presentations will only be introductory to gather input from the regional community of lawyers (one per country) for developing the communication strategy.

Question 3. Is use of targeted advertising planned?

Answer:

No use of targeted advertising is planned however if the need arises, it could be considered.

Question 4. Will there be 5 reports in total and the last one would cover the entire period?

Answer:

There should be 5 monthly reports in total. They should include information on the progress concerning the communication activities including data on website updating, the usage of interactive platforms and level of implementation of the communication strategy, as well as providing suggestions on adjusting the strategy if necessary. No final report covering the entire period is foreseen, the last report should also be a monthly one covering the last month of activities.

Question 5. Our team would monitor the site's work from the technical side and pass on its observations to the Council of Europe project team. Would we involve programmers and developers on our side to fix technical problems in the operation of the site and forum?

Answer:

No involvement of programmers and developers will be requested from the selected service provider. The technical issues of the website should only be reported to the Council of Europe project team. This tender concerns only communication and content development services including the content of the website and community engagement.