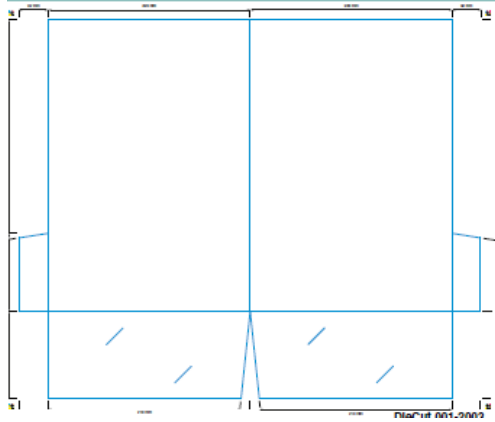



Questions and Answers (Q&A)
Concerning the Request for Proposal for the
Offset and Digital Printing Services

The deadline for the clarification questions is 2024.06.19 at 14:00 (Vienna, Austria time)

No.	Question by the Bidder <i>(Bidder's spelling and punctuation preserved)</i>	Answer by the IAEA
Date of publication: 2024.06.14		
1.	I understand from the document "03. SPECIAL INSTRUCTIONS TO BIDDERS FOR PREPARATION OF THE PROPOSAL" that it is necessary to send various samples before the deadline. Unfortunately, it is not possible for us to produce these samples before we are commissioned with the order. Now I wanted to ask whether it is also possible to take part in the tender without sending you samples beforehand?	The IAEA does not require Bidders to produce print samples specifically for this tender. Instead, you may submit samples of your previous work similar to the IAEA's requirements. These samples should reflect the quality and type of printing services outlined in our Special Instructions to Bidders. This approach will allow us to evaluate your past experience and work quality. Given the above, samples are required for evaluation. Proposals submitted without the required samples will be declined.
Date of publication: 2024.06.20		
2.	are the page counts mentioned only the core pages or the total pages?	The Annexes indicate the range of the pages for each description / group.

3.	what is the core page count of the hardcover books "1st IAEA Publication - A4" and "2nd Hardcover IAEA Publication - 16x24cm"?	<p>The Annexes indicate the range of the pages for each description / group.</p> <p>The inside pages could be between 140 up to 400 pages for the hard cover books with specified two formats.</p>
4.	is the front and back matter of the two hardcover books blank?	<p>The hard cover books have front and end papers, then the inside pages.</p>
5.	is the format specified for the folders already the open format including the flaps?	<p>The folders contain A4 size sheets, the only change is the size of the spine from zero to one cm. Three folders have been described.</p>  <p>Folder 1: Single sided print Two pockets no spine + die cut Folder 1 size folded: 22x31 cm (Printable or open size 52 x 41 cm with glued pockets/flaps). The size of the pockets / flaps could be from 9 to 10 cm.</p>

		<p>Folder 2: Single sided print + die cut Two pockets 0.5 mm spine Folded 2 size folded: 22x31 cm (Printable or open size 52.5 x 41 cm with glued pockets or flaps and 0.5 cm of spine). The size of the pockets / flaps could be from 9 to 10 cm.</p> <p>Folder 3: Single sided print + die cut Two pockets 10 mm spine Folded 3 size folded: 22x31 cm (Printable or open size 53 x 41 cm with glued pockets or flaps and 1 cm of spine). The size of the pockets / flaps could be from 9 to 10 cm.</p> <p>Folder 4: Single sided print, customized size, inclusive new die-cut</p> <p>Folder no. 4, pls provide the cost of creating a new die-cut. The no. of the copies will be provided on-demand.</p>
6.	do you mean by "Re-run (utilising the existing die-cut)" for 4th + 6th Folder with two bottom flaps that you will provide us with the required cutting die?	The Bidder can propose three existing available die-cuts from other clients, and IAEA shall select suitable die-cut folders containing A4 format documentation. The three folders should have three different spines, no spine, 0.5 cm spine and one cm spine. As indicated above under item no. 5.
7.	will we be provided with the cutting die for the 5th folder with two bottom flaps? If this is not the case, then I need information about the general format, the format of the flaps, the filling height or the closure so that we can obtain a suitable offer for a cutting die.	With reference to Annex A, offset printing, item no. 5, for folder 4, we shall request a cost estimate for the production of a new die-cut. However, detailed specifications will be provided at a later stage.

8.	how would you like 7th Folded Brochure to be folded? Spiral fold, zigzag or what do you have in mind?	<p>With reference to Annex A, offset printing, item no. 3, 29.7x63 cm brochure, this is a standard Gate fold.</p>  <p>Gate Fold</p>
9.	how would you like 9. posters/maps to be folded?	<p>With reference to Annex A, offset printing, item no. 4, posters of two pages only, double-sided print posters have no standard folding; the result should be an A4 folded poster or a folding similar to French fold.</p>
Date of publication: 2024.06.21		
10.	could you please explain what you mean by “include a copy of a Price Sheet in PDF format without prices” ? Does it refer to document “09. Price sheet.xml” that we have to convert into a PDF file?	<p>The requirement to "include a copy of a Price Sheet in PDF format without prices" refers to providing a version of the Price Sheet document (in this case, "09. Price sheet.xml") that has been converted into a PDF file, with all the price fields left blank or marked with the statement "price has been deleted." This version should display all items for which your company submitted a bid without including any actual price figures. By excluding the pricing information, the Technical Evaluation Team can still understand which items the bid covers without seeing the prices.</p>