



**Web-based Tool  
for Digitalisation of Network Statements and  
Corridor Information Documents**

**General Terms and Conditions  
for the Awarding of the Framework Agreement**

RailNetEurope  
Oelzeltgasse 3/9  
AT-1030 Vienna, Austria

Phone: +43 1 907 62 72 00  
[mailbox@rne.eu](mailto:mailbox@rne.eu)  
[www.rne.eu](http://www.rne.eu)

## Table of Contents

1	Preparation and submission of offer.....	3
2	Calculation and prices.....	3
3	Flawed offers .....	3
4	Period of validity of the offer.....	3
5	Award of the framework agreement .....	3
6	Products and methods; employees .....	3

## 1 Preparation and Submission of Offer

- 1.1 The tenderer must comply with the requirements of the tendering documents while drawing up and submitting its offer.
- 1.2 The tenderer must draw up the offer free of charge regardless of any preparations required for this task.
- 1.3 When drawing up the offer for services rendered in Austria, the tenderer must take into account the valid provisions of Austrian labor and employment law. If the candidate has a registered seat in Austria, the tenderer agrees to abide by these provisions in its performance of the framework agreement (FA) and guarantees that all its subcontractors will do the same. The Austrian Economic Chamber (Wirtschaftskammer Österreich, Wiedner Hauptstrasse 63, A-1040 Vienna, Austria) and the Austrian Chamber of Labor (Bundesarbeitskammer, Prinz-Eugen-Strasse 20-22, A-1040 Vienna, Austria) keep these regulations on hand for any interested tenderers and candidates to peruse. These two institutions also provide pertinent information on the provisions of labor and employment law relevant at the place of performance during the FA execution.

## 2 Calculation and Prices

- 2.1 The prices must always be calculated as net prices as defined in Article 11 of the Austrian Value Added Tax Act 1994 and arranged according to the specifications and inserted in them. The value added tax is added only at the end in connection with the total price.
- 2.2 Costs for overtime or work on Sundays and holidays and the like to abide by the agreed completion periods or meet the agreed deadlines are not separately remunerated.
- 2.3 The agreed prices cover any and all of the contractor's expenses, services and auxiliary services (including all costs relating to travel and accommodations). Remunerations not explicitly set forth contractually are excluded.

## 3 Flawed Offers

In case of calculation mistakes on the side of the tenderer, RNE will evaluate the higher price included in the offer.

## 4 Period of Validity of the Offer

The tenderer must abide by its offer for a period of five months.

## 5 Award of the Framework Agreement

RNE will award the FA to the technically and economically most favorable offer based on the criteria set forth in the call's documentation.

## 6 Products, Methods and Employees

- 6.1 If the offer includes a new work method that has not yet been used in RNE's business or that has not yet been sufficiently tested, the tenderer must – at the request of RNE – produce documents that allow this method to be reliably evaluated.

- 6.2 With reference to the technical specifications, it is agreed for the description of the service that the addendum has to be added and regularly updated.
- 6.3 The tenderer must offer its performance from the vantage point of completeness. Any services and rights of use not explicitly named in the offer are nonetheless a subject of the offer if they are required for the contractual fulfilment and functionality of the subject of performance; the contractor is not allowed to calculate separate or additional remuneration for services of this kind. Necessary additional services must either be explicitly offered as such or rendered without extra remuneration.
- 6.4 When naming the core employees/experts intended to be used for this project (key personnel) in its offer, the tenderer must also include at least the following information on these employees:
  - (1) Education and training
  - (2) Continuing education and training
  - (3) Foreign language skills
  - (4) Project experience