

Rīga 21 September 2018

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**Answers to the questions from the interested supplier  
in open competition "Recruitment Services",  
identification number RBR 2018/15**

RB Rail AS presents the following answers to the questions received until 21 September 2018 from the interested supplier:

No	Questions	Answers
1.	With regards to ANNEX NO 4: EXPERIENCE OF SPECIALIST (MAIN CONTACT PERSON), under Professional Experience, 2. Employer (name of the company) and position in company, are you referring to the latest position(s) that the Main Contact Person held going back to a maximum of 5 years?	Procurement commission indicates that in accordance with requirements set in Section 8.3.7.2 of Regulation: within last 5 (five) years (2013, 2014, 2015, 2016, 2017 including 2018 until the date of submission of the Proposal) has experience in full recruiting process (attraction, screening, interviewing, testing, references, selection etc), including development of job specification with qualification and competence criteria). Regarding Annex No 4 „Experience of specialist (Main contact person)” must be show Specialist professional experience in the last 5 (five) years (2013, 2014, 2015, 2016, 2017 including 2018).
2.	Then in Project (Client) to whom services where provide under contract: do we list all the companies that we provided relevant rail / metro / infrastructure recruitment services to going back to a period of up to 5 years?	Procurement commission indicates that in column „Project (Client) to whom services where provided under contract” must include information about Project/Client to whom relevant recruitment services were provided last 5 (five) years (2013, 2014, 2015, 2016, 2017 including 2018). If Tenderer has provided services for only 1 (one) Project/Client in last 5 (five) years and these services were provided accordingly to Section 8.3.7.2 of Regulation, then Tenderer can indicate only 1 (one) Project/Client to prove relevant experience.
3.	If this is the case, are we okay to continue with 2.3, 2.4, 2.5 etc until all our relevant experience in a timeline going back up to 5 years is provided?	Procurement commission indicates that its ok to continue with 2.3., 2.4., 2.5. until relevant experience is provided according to Section 8.3.7.2 of Regulation.

Procurement Commission Chairperson



L. Kalniņa