

Tender No. PS/SRV/DSN/020/2026 - Provision of Graphic Design Services

Clarification no. 1

No.	Clarification request	Contracting authority's answer
1.	Could you please indicate what level of graphic content is typically expected within these publications? In particular, should tenderers assume that graphs, tables, photographs and other visual assets are provided by Transport Community and mainly require inclusion into layout, or should the fixed publication prices also include the creation/redesign of graphs, infographics, maps or other visual assets? If possible, an indication of the typical number or complexity of such visual elements would help us provide comparable and accurate fixed prices.. Even a rough indication — for example, one photograph, graph or other visual element per X pages — would be a useful guideline for estimating the workload.	The Transport Community will provide the publication content in a Word file. Graphs should be created or redesigned based on the data and visual content included in that file, ensuring clarity and consistency with the publication's overall design. Tenderers should therefore include this work in their fixed publication prices. High-resolution maps will be provided by the Transport Community and will only require inclusion in the layout, without creation or redesign. As examples of the expected level and complexity of visual content, please refer to our two 2025 annual reports: • <u>2025 EU Acquis Progress Report</u> • <u>2025 TEN-T Report</u> The number and distribution of visual elements will depend on each

		publication's content. Please use these reports as indicative references when estimating the workload, rather than assuming a fixed number of visual elements per page.
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