

## 2.6 Volume and value of the contract

An indicative estimate of the volumes to be ordered for each lot over the whole duration of the framework contract is given below.

These volumes are estimates only and there is no commitment as to the exact quantities to be ordered.

The actual volumes will depend on the quantities that the *contracting authority* orders through specific contracts. In any case, the framework contract ceiling, i.e. the maximum amount to be spent under the framework contract, for each lot shall not be exceeded.

	Yearly estimated amount	Total estimated amount (4 years)
Lot 1: Awareness-raising support to focal points and partners at national level	EUR 1,500,000	Up to EUR 6,000,000
Lot 2: Communication, and media and stakeholder relationships at EU level	EUR 400,000	Up to EUR 1,600,000
Lot 3: Organisation of corporate events	EUR 500,000	Up to EUR 2,000,000

## 2.7 Duration of the contract

The contract(s) resulting from the award of this call for tenders will cover a maximum period of 12 months. The details of the initial contract duration and possible renewals are set out in Article I.3 of the Draft Contract.

## 2.8 Implementation of the framework contract

Depending on the lots, the tenderer shall appoint an account manager/event coordinator, under the responsibility of an account/project director. The account manager/event coordinator will be the contact for all matters linked to the framework contract and shall guarantee efficient and on-demand responses to EU-OSHA's communications and requests for quotations, contacts and meetings, and other administrative requests.

The account manager/event coordinator will have knowledge in the field of work of the framework contract and will be the single contact point for interaction with EU-OSHA. The account manager/event coordinator will follow up requests, discuss the progress of work and gather additional details related to the services to be delivered and materials to be developed.

The account manager/event coordinator will also be responsible for delivering the contractual progress reports that will be requested, as stated in Article I.6 of the Model of Framework Contract.

Within 10 working days of a specific contract being sent by EU-OSHA to the contractor, EU-OSHA should receive it back, duly signed and dated. The period allowed for the execution of the task shall start on the date on which the last party signs the specific contract.

A kick-off meeting to agree all contractual matters will be organised between the contractor and EU-OSHA after signature of the framework contract(s) at EU-OSHA's offices in Bilbao, Spain (or online, depending on the situation with the COVID-19 pandemic). EU-OSHA will arrange a 1-day or 2 half-day kick-off meeting for the key staff identified as being part of the core teams in the call for tender.