



EUROPEAN MEDICINES AGENCY
SCIENCE MEDICINES HEALTH

16 September 2016
EMA/600716/2016 v2.0

Questions and answers relating to service concession ref. EMA/2016/43/RS (Meeting and training organisation)

Table of contents

Questions and answers	2
-----------------------------	---



Questions and answers

No.	Question	Answer
1	We have a question related to offering a discount if an event is delivered via webinar. Can you please advise if the Agency is planning to offer webinars for any type of event and their frequency, as it is not mentioned in the estimated business requirements.	In principle, the Agency envisages increased use of webinars in the future. However, the delivery method of individual programmes will depend on the type and duration of event. The follow-up webinars referred to in section 3.9.1. of the technical specifications shall be agreed on a case-by-case basis.
2	In the executive summary and indicative timetable it is stated: "This concession does not include the organisation of e-learning courses". Could you clarify whether the column "% Discount if delivered via webinar" in the costing sheet is applicable for this concession? If yes, does the discount refer only to follow-up webinars?	The subject of this service concession is the organisation of large-scale face-to-face meeting and training programmes. The webinar discount referred to in the costing sheet refers to follow-up webinars only.