



6<sup>th</sup> October 2021

REFERENCE NUMBER: SPD3/2021/067

**TENDER FOR THE PROVISION OF PAYROLL AND ACCOUNTING SERVICES FOR THE GOZO REGIONAL DEVELOPMENT AUTHORITY (GRDA)**

**Clarification No. 2**

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**Clarifications**

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Question 1: As per the legal notice issued in 2019, payslips need to have Vacation leave, taken and balances included within the payslip.

Is the supplier expected to manage the leave? And if not how is this data to be passed on?

Or does the supplier need to provide cloud-based payroll software to enable the team to manage leave internally?

**Answer 1: The Contracting Authority clarifies that the GRDA shall provide the supplier with the vacation leave balance of each employee prior month end. The supplier does not need to manage the leave.**

**The Contracting Authority also clarifies that the contractor does not need to provide a cloud-based payroll system.**

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All other tender documents, conditions and requirements, which are not superseded by this Clarification, remain in place.

*Sectoral Procurement Unit 3  
Sectoral Procurement Directorate*