

Tender no: PS/SRV/PIU/010/2024

Framework Contract for supporting Georgia, the Republic of Moldova, and Ukraine in carrying out policy and regulatory reforms in line with the priorities established in the Transport Community Treaty

**Clarification no. 4**

No.	Clarification request	Contracting authority's answer
1.	Given the highly specialised expertise required for each individual transport mode (road, rail, water / maritime), do bidders have to offer the support for all transport modes or can offers also focus on one or two of the transport modes?	<p>The tender needs to refer to the entire subject matter of the contract. As provided under the Instructions to Tenderers Section IV.4 <i>“Technical Offers that refer only to part of the subject matter of the contract will not be accepted”</i>.</p> <p>For covering all areas of expertise required under this contract, interested companies are granted the option to submit joint tenders.</p>
2.	Annex 5 of the tender documents indicates the estimated input per category of expert (Key Experts – NKE Cat I – NKE Cat II) and further	As stated in various sections of the tender documents, the Contracting Authority does not guarantee that the actual spending under the Framework Contract will align with the estimates included in Annexe 5, the

	<p>clarifies that “...<i>the estimated volume of services on which basis the totals above have been calculated has been provided by the Contracting Authority solely for the scope of establishing a common basis for Financial Offers evaluation, comparison and ranking....</i>”.</p> <p>a. Can you please clarify if there is a maximum number of man/days each key expert is expected to be committed to for the Technical Assistance and the Capacity Building accordingly? Is it as per the corresponding tables presented in Annexes 5 and 5.1 or not?</p>	<p>only purpose of the latter being to offer a sound basis for offers evaluation, comparison and ranking. The mere signing of the Framework Contract does not provide any assurance or guarantee regarding the full utilization of the allocated amounts or the mobilisation of the experts, as estimated by either party at the tender stage.</p> <p>Therefore, the Contracting Authority cannot indicate a predefined maximum number of man/days for each expert.</p>
3.	<p>Please kindly clarify whether the file submitted for the financial offer should be password protected.</p>	<p>As stated in the Instructions to Tenderers, all tender documents must be submitted in PDF format, except for Annex 5.1, which should be provided in both PDF and native Excel format.</p>

		<p>The purpose of submitting Annex 5.1 in Excel format is to enable the Contracting Authority to verify the consistency of calculations and figures against the PDF version. In case of discrepancies, the PDF version will prevail.</p> <p>There is no need to password-protect the Excel file, as the version included in the signed contract with the successful bidder will be based on the PDF file.</p>
4.	<p>Section IV.3.1 (Technical Offer), point (b), specifies that bidders must develop two scenarios: one for Technical Assistance and one for Capacity Building. Our understanding is that the bidders are expected to draft their methodological approach in response to a specific request. Could you kindly clarify whether these scenarios should be based on a predefined request provided by the Contracting Authority, or should bidders design a hypothetical scenario as the basis for their approach?</p>	<p>The bidders must design hypothetical scenarios for Technical Assistance and Capacity Building containing the details required under Section IV.3.1. b) in the Instructions to Tenderers.</p> <p>The Contracting Authority will not provide any additional information beyond what is outlined in the aforementioned section of the Instructions to Tenderers. Bidders are expected to draft the required hypothetical scenarios (including description of the task requested by the Contracting Authority, resources estimation, etc.) based solely on the available details and considering the relevant provisions in the Technical Specifications.</p>

	<p>Is there a specific format for the CVs to be followed?</p>	<p>There is no pre-defined format for the CVs. However, regardless of the chosen format, bidders must ensure that the content meets the requirements explicitly outlined in Section IV.3.1(a) of the Instructions to Tenderers.</p>
<p>5.</p>	<p>As per the tender documents the value of the framework contract is 550.000€ while the overall value of the procurement is 750.000€. Can you please clarify which amount should be the basis for our technical offer?</p>	<p>The estimated value of the Framework Contract is € 550,000 and bidders should consider this value when drafting their offers. As provided under Section IV.3.2 of the Instructions to Tenderers, <i>“Tenders exceeding the estimated total value (€ 550,000) or the estimated value for each component (€ 400,000 for Technical Assistance and € 150,000 for Capacity Building) will be considered unacceptable.”</i></p> <p>In addition to the estimated value of the Framework Contract, the total procurement value of € 750,000 includes an additional amount of € 200,000 that may be used by the Contracting Authority to supplement the contracted value during the implementation period through a negotiated procedure.</p>
<p>6.</p>	<p>Is it allowed for a single person to be appointed in more than one key positions?</p>	<p>It is not prohibited to nominate the same person for more than one key position, provided that the said individual meets the relevant criteria for all these positions. However, bidders choosing this approach should consider the possibility of the same person being required to get involved in</p>

		<p>overlapping assignments in different positions and must take appropriate measures to mitigate this risk, which they will bear entirely.</p>
<p>7.</p>	<p>Annex 5 Financial Offer and 5.1 Budget Breakdown. We would highly appreciate your clarification with regards to the completion of the financial data for the capacity building. In particular,</p> <p>In Tables 2 of both Annex 5 and Annex 5.1, there is a column designated for prices to be filled in. Could you confirm whether the expectation is to indicate an average price for each line item? Additionally, how will these prices be applied during the implementation of the contract, given that events will take place in different countries, each with varying price levels and travel costs?</p> <p>For instance, if we indicate an average unit price for travel as 'X' but the actual cost exceeds this amount ('X+'), will the additional cost be reimbursed? If so, could you clarify the applicable</p>	<p>As provided under Section IV.3.2 of the Tender Specifications, all rates and prices to be quoted are <i>“all-inclusive and deemed including besides the direct costs and profit, allowances for overheads, local office (if applicable), Framework Contract management and backstopping services, as well as any additional expenses the Contractor must bear to enable its staff members to perform the services.”</i></p> <p>The Contracting Authority expects the bidders to properly acknowledge this requirement above and ensure that their financial offer is drafted in due regard of all related costs.</p> <p>We confirm that the rates and prices quoted will remain unchanged regardless of the country in which an assignment takes place. It is the responsibility of each bidder to calculate costs accurately based on their best ability, knowledge and expertise and to decide on the cost structure behind each rate/price.</p> <p>Bidders will bear the risk of any actual costs exceeding the offered price, just as they will benefit from any savings if costs are lower than the quoted rate. The draft Contract also clearly provides that <i>“The Contractor is</i></p>

	<p>conditions for such reimbursement? For example, will it be subject to the overall event cost not exceeding the total estimated value for all elements?</p>	<p><i>deemed to have ensured the accuracy and sufficiency of its tender prices before submission, accounting for all requirements for the full and proper implementation of all potential tasks to be acquired under Subsequent Contracts and including all related costs in its rates and prices, as established under the Financial Offer. The Contracting Authority will not reimburse any costs under the provisions of Article 11.23 of the General Conditions.”</i></p> <p>No reimbursement of costs is therefore foreseen, as all such costs are deemed included in the offered rates and prices.</p>
<p>8.</p>	<p>To accurately estimate the average unit prices per event, considering that there are three beneficiary countries with varying cost structures, it is essential to have a detailed breakdown of the planned events. Could you kindly provide further clarification or additional information regarding the expected distribution, locations, and frequency of these events?</p>	<p>No detailed breakdown of the planned events is available. Bidders should thoroughly review the provisions of the Technical Specifications and prepare their bids based on the available data, taking into account that the rates and prices included in their Financial Offers are fixed and not country-specific.</p>