



EUROPEAN UNION

DELEGATION OF THE EUROPEAN COMMISSION
TO THE REPUBLIC OF SERBIA

Belgrade, 05/08/2009

Ref. (D) SC/SND

CONTRACTING AUTHORITY'S CLARIFICATIONS No. 1

European Integration Scholarship

Publication ref.: EuropeAid/128558/C/SER/RS

Tender no.: 08SER01/07/21

No	Question	Answer
1.	<p>Par. 21 "Selection criteria", points 2 (a), 3 (a) and 3 (c): "The candidate must submit evidence of these points":</p> <p>Is a sworn declaration by the legal representative of the candidate sufficient as evidence?</p>	<p>For criterion 2(a) any official documents (registration, statute, authorization, etc) proving that the candidate is a certified or recognised training or academic institution in the field of European affairs and public administration, based in an EU country needs to be submitted;</p> <p>For criterion 3 (a) the same as above. In addition, for the training courses a sworn declaration is sufficient.</p> <p>For criterion 3 (c) a sworn declaration is sufficient</p>
2.	<p>Par. 21 "Selection criteria", points 2 (a), 3 (a) and 3 (c): "The candidate must submit evidence of these points":</p> <p>How should the evidence be submitted? As annex to the official form?</p>	<p>At this stage, declarations by the applicants are sufficient. The tenderer that will be then awarded the contract will have to submit all the necessary evidences.</p>
3.	<p>Par. 21 "Selection criteria", point 3.a: "the candidate...has organized at</p>	

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	<p>least 3 different international training courses over the last 3 years”:</p> <p>The candidate has organised a <u>total</u> of 3 different courses in the last 3 years, or 3 courses per year?</p>	<p>The candidate has organized three different international training courses on European affairs over the last 3 years in total.</p>
4.	<p>Par. 21 “Selection criteria”, point 3.a: “the candidate...has organized at least 3 different international training courses over the last 3 years”:</p> <p>Are 3 different editions of the same course (e.g. a Post Grad Master) sufficient to meet this criterion? (participants, programme, calendar etc differ in each edition)</p>	<p>Three different editions of the same courses can be considered as three different courses.</p>
5.	<p>Par. 21 “Selection Criteria”, last line: “If more than 8 eligible candidates....2) Highest number of projects corresponding to criterion 3 (c)”</p> <p>Point 3 (c) refers to number of <u>trainees trained</u>, not to projects. Can you please clarify this point?</p>	<p>If more than 8 eligible candidates meet the above selection criteria:</p> <p>Criterion 2: projects stands for courses for at least 200 trainees per year in average over the last 3 years;</p>
6.	<p>Application form, section “Staff resources”:</p> <p>Should <u>partners</u> of a company be included in the template as “permanent staff” or as “other staff” (partners who work full time for the company but without an indefinite contract; do not receive a monthly salary but profit shares)</p>	<p>Permanent staff in the application form relates to people working full time – all year round for the applicants that can provide their support to the project on permanent basis, independently from the way how they are remunerated.</p>