

Office/Department
Global Cooperation

Date
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Answers to questions received

1. Regarding Competitive Requirements (CR) 2.1, 2.2 and 2.5: It is a requirement to staff the project team with experts possessing certain experience and competencies (CR 2.1). Furthermore, it is a requirement that the team has thorough knowledge of the Danish energy policies and laws (CR 2.2). Finally, it is required that the consultant describes "the team incl. roles, experiences and competencies for each team member" (CR 2.5). Should requirement CR 2.5 present short descriptions of each project member along with an organization chart, table or text highlighting the role of each? If so, what kind of information is to provide with regard to CR 2.1 and CR 2.2?

Requirements 2.1 and 2.2 are specifically related to competency and experiences of staff, which could be documented through CV's and description of profiles and experiences. Requirement 2.5 is related to roles and responsibilities within the project team and the project management structure suggested to make sure that best practice is transferred in an international context.

2. Regarding CR 2.3: The methodology for tasks a-e should be described. This is clear. But – what about the four highlighted deliverables to be included in submitted in the form of "a report on Analysis of options for increased use of RE in heating sector" (manual, catalogue, scenarios and recommendations)? Are there any further requirements for these four highlighted deliverables (e.g. number of technology descriptions)? And is it correct that the methodology for tasks a-e shall provide information on how the methodology may ensure that the report in question may be produced within the given time and budget constraint?

There are no additional specific requirements or formats for the four deliverables than the ones already stated. The consultant is free to make their recommendations based on the analysis conducted as long as it is within the scope of the assignment. There is no apparent link between the methodologies to be described for tasks a-e and methodology to ensure that the assignment is completed within time and budget constraints.

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3. The tender documents do not mention the need to provide CVs. Should CVs for members of project team be attached to the proposal? If yes, are there any requirements to the format and length of these?

CVs are assumed attached to document Requirements 2.1, 2.2 and 2.5. No specific format or length required.

4. The tender documents do not mention the need to provide references. Should a reference list be attached to the proposal? If yes, are there any requirements to the format?

References are assumed attached to document Requirements 2.1, 2.2 and 2.5. No specific format or length required.