

Questions and answers to tender procedure Nordic capacity-building support to LDCs and SIDS for the implementation of the transparency framework of the Paris Agreement (published 25.7.2019)

| Question no. | Date | Question (anonymized) | Tenderers answer |
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| 1 | 1.8.2019 | One of the outputs will be recommendations for future potential activities. Please confirm that the consultant that prepared the report will not be excluded for bidding on these opportunities, in case a tender is taken place. | The recommendations for future potential activities will be forwarded to the Nordic development agencies and related fora. These fora are free to be inspired by and/or use the proposals for future initiatives. These agencies are therefore responsible to develop and adjust the ideas for future purposes and proceed with possible public procurements for the tasks. Possible follow-up activities are at this stage not foreseen to be initiated by the NKL-group/MFVM of Denmark. Therefore the NKL-group/MFVM can't confirm the procedures with regards to possible follow up procurements to this project at this stage. |
| 2 | 1.8.2019 | In section 1.6.3. What is the definition of "Administrative body"? | The Administrative body means in this context the tenderer. |
| 3 | 1.8.2019 | In sections 1.6.3 it is also mentioned that the Administrative body does not have the right to calculate overhead costs for the project. In our understanding all participants in a team will need to have an overhead to cover the administrative cost on top of the net salary. Please clarify the understanding of the sentence. | OH should not be a separate post within the budget, but could, if needed, be a part of the tenderer's costs for salary. |
| 4 | 1.8.2019 | The Infographic task can be considered to be outsourced. Will this be considered as a Subconsultant task or will it be considered as a reimbursable cost? | The infographic task may be considered as both a Subconsultant task or as a reimbursable cost, as long as the total budget won't exceed 400.000 DKK. |
| 5 | 4.8.2019 | Ad. 1.6.2.5: The tenderer shall present the following proof of its financial and economic suitability: The business's revenue for the latest financial year in the area of activity with which the contract is concerned. (...) If a larger company have business units in many countries doing capacity building, climate change activity including the Transparency Framework and Paris Agreement etc. , but also many other activities, it may be difficult to present a revenue stream specifically for the activities under the proposed assignment. What would be an acceptable way to present the financial and economic suitability? | The company could present the annual turnover/revenue and the total number of employees, or other relevant information to be found in the audited annual report. The total number of people working with capacity building and/or climate related issues can thereafter be presented and the share of the total number of employees can be calculated. By using the same ratio for the employees as for the annual turnover/revenue an indicative number for the revenue of the relevant activities may be presented. Other suitable calculations could also be used, if explained properly. |

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| 6 | 6.8.2019 | Most of the Transparency Framework projects relevant for this tender have only been started within the last 2-3 years and are therefore still on-going. Will it be acceptable to count such a project as one of 5 selected references? | Since the global work on the transparency framework is relatively new, also on-going projects are acceptable as reference cases for this procurement. The reference cases are expected to have proceeded according to plans and/or being beyond the initial phase, so real experience within the field could have been obtained and can be explained. |
| 7 | 8.8.2019 | Can you please specify; is the page length maximum of 20 pages included CV and references, or can CV and references be included ad Annexes additional to the 20 pages? | The tender proposal maximum of 20 pages does not include the short description of references and CVs. Project/business references and CVs can be attached as appendices. |

