

**CLARIFICATIONS NO: 2 to
CONTRACT NOTICE**

Contract Title: Technical Assistance for Supporting Civil Society Through Social Entrepreneurship in Türkiye
Location: Türkiye
Publication Reference: NEAR/ANK/2024/EA-RP/0194

Question 1:

We are interested in applying to this project call as a consortium. Could you please clarify whether the criteria outlined in Article 16 of the Additional information about the Contract Notice (specifically regarding Economic and Financial Capacity, Professional Capacity, Technical Capacity and Criteria for legal and natural persons) apply solely to the lead applicant, or if they must be collectively fulfilled by all institutions participating in the consortium (Not individually by each institution, but rather as the total combined value of the consortium.)?

Answer 1:

In Article 16 (Selection Criteria) of the published Additional information about the Contract Notice, this issue is explained as follows:

“In the case of requests to participate submitted by a consortium, these selection criteria will be applied to the consortium as a whole if not specified otherwise”. In other words, the selection criteria will be applied to the consortium as whole.

Please also refer to Answer 5 for further information regarding the technical capacity criteria.

Question 2:

In the document titled *“Format for the Declaration Referred to in Point 7 of the Request to Participate Form”*, there is a section labelled “tender procedure for lot(s) n°.” Should the reference number be indicated in this section?

Answer 2:

Please note that the document referred in the question is a template and relevant for all kinds of tenders including the tenders separated as lot by lot. However, this tender is launched as not divided into lots and the part specified in the question is not applicable for this tender. Please also note that a note *“*: Delete as applicable”* is placed in page 11 of the *Request to Participate Form* for this purpose. Therefore, the section in the brackets should be deleted.

Question 3:

Will shortlisted organizations be required to provide supporting documents such as signature circulars, no tax debt letters, or documents proving references? If so, should these documents be submitted at this stage?

Question 4:

In the case of an application as a consortium, is it necessary to sign a ‘Power of Attorney’ document at this stage, or is this only required for shortlisted organizations?

Answer 3 and 4:

Please refer to the article 18 (Requests to participate format and details to be provided) of the published Additional information about the Contract Notice for the documents to be submitted:

Requests to participate must be submitted using the request to participate form, the format and instructions of which must be strictly observed. The request to participate must be accompanied by a declaration on honour on exclusion and selection criteria.

Also, as stated in this article, “any documentation (brochure, letter, etc.) sent with a request to participate in addition to what has been requested will not be taken into consideration”. Therefore, the documents referred in the questions should not be submitted at the shortlist evaluation stage.

Please note that the instructions for the submission of the documentary evidence for the exclusion and selection criteria will be provided within the tender dossier to be sent to the shortlisted candidates in line with the result of the shortlist evaluation stage.

Question 5:

Under the Technical Capacity section of Article 16, regarding the Criteria for legal and natural persons, is it required to fulfill both the 1st and 2nd conditions simultaneously, or is meeting either the 1st or the 2nd condition sufficient?

Answer 5:

The candidates must meet all the requirements specified under the Article 16 including both the technical selection criteria listed under article 16.3. However, it is not necessary to meet both criteria with a single reference. In other words, these criteria may be met by different references individually.

Please also refer to the instructions in article 6 of the Request to Participate Form (including the footnotes of the experience table) for further information.

Question 6:

We are preparing our EoI, and we are keen to deliver a well-prepared and comprehensive submission. However, given the holiday season across Europe, coordination with some of our team members and partners has been slightly delayed due to their leave schedules. In light of this, we would like to kindly request an extension of the submission deadline by 2 weeks. This would enable us to finalize our EOI with the level of quality and detail that aligns with the objectives of the project.

Question 7:

We would like to kindly request you to consider an extension to the deadline for submission of proposals for the tender “Technical Assistance for Supporting Civil Society Through Social Entrepreneurship in Türkiye” (EC-NEAR/ANK/2024/EA-RP/0194). Given the impact of the holiday period on coordination internationally, additional time would allow us to ensure the preparation and delivery of a comprehensive and well-prepared submission that would demonstrate the full extent of our capabilities and qualifications.

Answer 6 and 7:

Please note that the deadline has already been extended with the *Corrigendum No.1 to the Contract Notice*. Please refer to this document.
