

Questions and Answers¹ on the Tender of the

“Study on Energy statistics in the Energy Community: Benchmarking of energy statistics systems, assessments of administrative capacity and resources and drafting road map on the Energy Community level”

Question 1:

Should the costs of the actual organization of the training be included in the proposed fee or not?

On page 10 of the Tender Documentation, the following is stated: “Consultant will organize and cover the costs of attendance, including transportation, board and lodging for two participants per Beneficiary for at least three (3) days training, according to the training program. With respect to the selection of participants to be invited and accepted, the consultant will seek for guidance from ECS.” At the same time, on Page 36, above Form 5.5 about Breakdown of Costs of Training it is stated that *“this Form shall only be used during the negotiations to establish final scope of work and associated cost for the training organized under this project”*.

From this, it seems like the chosen Consultant could ask for reimbursements for training costs in addition to the proposed consultation fee and therefore the travel, accommodation and other costs of training participants need not be covered in the proposed fee. Is this right?

Answer 7:

In response to your request for clarification, please be advised that training costs have to be included within total costs of service, so that:

- In the Financial Proposal - Submission Form of Section 5 of the Tender Documents, the bidder shall disclose the total sum of all costs of the service, including training costs;*
- In the Form 5.1 Summary of costs, the bidder shall state costs per activity, with two subtotals - subtotal of study related costs and subtotal of training related costs;*
- The total amount in the form 5.5 Breakdown of the Costs of Training shall coincide with the respective subtotal related to training in the Form 5.1 Summary of Costs.*

The amounts, including the number of units in the Form 5.5 Breakdown of the Costs of Training, shall be used to establish duration and overall number of participants for the training, in accordance with the requirements given in the Terms of Reference, bearing in mind procedural rules set in the Section 3.9.c.

¹ Publication of Questions and Answers related to the Study is based on the principle of non discrimination as referred to in §43(2) of the Austrian Procurement Law (BVerG) concerning submission of information between the Contracting Authority and bidders through generally accessible channels of information within the bidding period;