



Barcelona, March 20, 2025

ANSWERS TO QUESTIONS

Capacity building to develop bankable urban investments - 16 - PRO571TUD-2025

With reference to the above-mentioned open procedure, please find below the answers to the questions posed by the interested companies:

REQUEST FOR CLARIFICATIONS Nr. 1 (dated Monday 17/03/2025 10:18)

Question 1: *Expert requirements: Must the tender include a complete list of experts with CVs, or is this required only from the awarded contractor? If an expert is not an employee of the company but will be hired as an in-house consultant, should they be listed as part of the company, or should they be considered a subcontractor?*

Answer: According to section 4.1 of the Instructions to Tenderers, the Organisation & Methodology may include the name(s) and profile(s) of proposed experts but is not required to submit CVs. In accordance with section 3(h) of the Instructions to Tenderers, if experts are not directly employed or contracted by the tenderer but provided through a third party, that third party is considered a subcontractor.

Question 2: *Subcontracting: The tender permits subcontracting up to 40% of the contract value. Are there any restrictions on which tasks may be subcontracted?*

Answer: There are no specific restrictions on which tasks may be subcontracted, provided that subcontractors meet all eligibility criteria and are not in any exclusion situations, as outlined in sections 3(f) and 3(g) of the Instructions to Tenderers. Additionally, any intended subcontracting must be clearly indicated in the Organisation & Methodology and the tender submission form.

Question 3: *Financial offer & budget: Should logistical costs related to on-site training (e.g., catering) be included in our financial proposal, or will they be covered separately by the contracting authority?*

Answer: Logistical costs related to on-site training, such as catering services, will be covered separately by the contracting authority. Section 4.3 of the ToR specifies that the contractor will coordinate with the logistics service provider indicated by AECID for all on-site arrangements, including catering services. Therefore, these costs should not be included in your financial proposal.

REQUEST FOR CLARIFICATIONS Nr. 2 (dated Monday 18/03/2025 17:10)

Question 4: *Would you accept an officer at an international financial institution as a team member?*

Answer: Yes, an officer from an international financial institution would be accepted as a team member, provided that prior approval is granted by the contracting authority if the officer is considered part of the public administration or a civil servant of the country where the services are rendered, in accordance with Article 9.6 of the General Conditions for Service Contracts.