



Barcelona, December 2, 2025

ANSWERS TO QUESTIONS

Procedure: Oversight Committee's Support Unit - 05 - PRO631LAD-2025

With reference to the above-mentioned procedure, please find below the answer to the question posed by the interested company:

REQUEST FOR CLARIFICATIONS Nr. 1 (dated Tuesday 02/12/2025 at 12:40)

Question 1: *Regarding the call for the tender concerning the Oversight Committee's Support Unit 05-PRO631lad-2025, in point 4.1 of the INSTRUCTIONS TO TENDERERS relating to the "Technical offer", specifically in sections (1) Tender submission form, (2) Organisation and methodology, and (3) Experts, reference is made to "Key experts" in plural.*

Nevertheless, point "6.1.1 Key expert" in the Terms of Reference alludes to the "Key expert" in singular and "experts" in plural. Furthermore, Annex V Budget breakdown for a fee-based contract includes the term "Key experts" in plural, but only one line under the title "Team leader".

Could you please clarify if, under the terms of the tender, the role of the Key expert could be assumed by more than one person, or just by one (the Team Leader)?

Answer: The technical proposal must provide at least one expert for the Key Expert profile. Tenderers may propose more than one expert for this profile, provided that all proposed experts fulfil the minimum qualification and experience requirements established in the ToR. Nevertheless, for financial and contractual purposes, the contract foresees the remuneration of a single Key Expert, as reflected in the budget structure.

The use of the term "experts" in the *Guidance on expert time inputs* and in certain sections of the section 6.1.1 of the Terms of Reference refers to the potential composition of the expert team assigned to the contract, rather than exclusively to the Key Expert function.

The mention of "Key experts" in the Financial Offer template should be understood as generic standard terminology of the PRAG European Commission model for fee-based contracts.