



Barcelona, 12th January 2026

ANSWERS TO QUESTIONS

Procedure: Strengthening Climate Change Adaptation Capacity of Transport Systems in the Mediterranean Arab countries - 06 - PRO611TUD-2025

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

REQUEST FOR CLARIFICATIONS Nr. 4 (dated Tuesday 23/12/2025 at 16:53h CET)

Question 1: *Will the prior registration of conference attendees be managed by the contractor or by the Secretariat of the Union for the Mediterranean?*

Answer: In accordance with the Terms of Reference, the contractor is responsible for the operational organisation and logistical implementation of the awareness-raising conferences. This includes, as appropriate, the management of participant registration, in coordination with UfM.

Question 2: *Please confirm whether the rental of the conference venue will be borne by the bidder or by the Secretariat of the Union for the Mediterranean. What resources will the client provide to ensure the proper execution of the work? Will IT and audiovisual equipment, such as screens or projectors, be included?*

Answer: As stated in the Terms of Reference, the contractor's financial offer shall cover all supplies, services, documentation, and logistical support required for the successful implementation of the contract. This includes venue rental and any necessary IT and audiovisual equipment. No specific resources or equipment are foreseen to be provided by UfM.

Question 3: *Who will be responsible for covering the costs related to the participation of experts in the conferences, such as travel expenses, transportation, accommodation, or per diems?*

Answer: In line with the Terms of Reference, all costs related to the mobilisation and participation of experts proposed by the contractor, including travel, accommodation, and per diems, shall be borne by the contractor and included in the global price.

Question 4: *Have the countries where the conferences will be held already been defined? If so, please confirm which ones.*

Answer: The Terms of Reference specify that four (4) awareness-raising conferences shall take place in Western Mediterranean Arab countries and one (1) in an Eastern Mediterranean Arab country. The specific host countries have not been predefined and will be agreed with the Contracting Authority during implementation.



Question 5: *Will the dissemination and promotion of the conferences be the responsibility of the client or of the successful bidder?*

Answer: The Terms of Reference indicate that the contractor is responsible for the organisation and implementation of the activities. Dissemination and promotion activities related to the conferences are therefore to be carried out by the contractor, in coordination with UfM and in line with applicable communication and visibility requirements.

Question 6: *What is the estimated number of attendees for each conference?*

Answer: The Terms of Reference do not define a fixed or estimated number of attendees per conference. Tenderers are expected to propose an appropriate number of participants consistent with the objectives of awareness-raising for public decision-makers and sectoral stakeholders.

Question 7: *How many experts should participate in each conference?*

Answer: The Terms of Reference do not specify a fixed number of experts per conference. The contractor is responsible for proposing an appropriate mix and number of national, regional, and international experts to ensure the quality and effectiveness of each conference.

Question 8: *Can the same expert simultaneously fulfil the role of both regional and international expert?*

Answer: The Terms of Reference do not distinguish rigidly between categories of experts. An expert may therefore contribute in more than one capacity, provided that the proposed role(s) are justified, relevant, and compatible with the objectives of the assignment.

Question 9: *Must the client approve the list of experts proposed by the contractor?*

Answer: In accordance with the Terms of Reference, all deliverables and key elements related to the implementation of the contract are subject to approval by the project manager designated by UfM. This includes the validation of the proposed expert team.

Question 10: *Must the client approve the list of conference attendees?*

Answer: The Terms of Reference do not require formal approval of participant lists by UfM. However, the contractor is expected to coordinate closely with UfM regarding the profile of participants and key institutional stakeholders to be invited.



Question 11: *Regarding sub-clause 13.2(b) in the insurance section, and specifically the obligation imposed on the insurer to inform the contracting entity directly and personally in the event of policy modification, cancellation, or non-payment of the premium, we would like to raise an important consideration from an insurance perspective.*

Our insurer has confirmed that, in accordance with its internal procedures and the applicable regulatory framework, it cannot assume commitments to communicate directly with third parties other than the policyholder, nor accept the obligation of prior notification under the terms described in said sub-clause. This type of commitment exceeds the standard operation of corporate policies and is not accepted by the insurance market in which we operate.

Therefore, and in order to ensure the viability of insurance coverage without compromising the essential guarantees of the contract, we kindly request that you remove the application of sub-clause 13.2(b), particularly the second paragraph, thus allowing us to provide our corporate policies under standard market conditions.

Answer: Contract clauses are non-negotiable and cannot be removed.

Question 12: *Regarding sub-clause 13.2(c), concerning the inclusion of a waiver of subrogation rights in favor of the contracting entity, its agents, and employees, we would like to point out that our corporate insurance policies do not include such waivers, nor is it common for the insurance market to grant them under standard coverage terms. For this reason, we kindly request that this sub-clause not be applied, allowing us to provide our corporate policies under standard market conditions?*

Answer: Contract clauses are non-negotiable and cannot remain unapplied.

Question 13: *Could you confirm whether, in terms of insurance, the 10-year liability period after the execution of services applies to us? This period is not standard practice in the consulting sector and does not align with the conditions of corporate policies available in the insurance market. Therefore, we would appreciate confirmation as to whether it would be possible to apply the usual discovery period in accordance with our corporate policies?*

Answer:

The applicable insurance and liability requirements are those defined in the tender dossier and contract documents. These provisions apply as stated and cannot be modified.

Question 14: *In the case of a bid submitted by a consortium, would it be acceptable for each partner to provide its own corporate insurance policy?*

Answer: Yes, it is acceptable.



REQUEST FOR CLARIFICATIONS Nr. 4 (dated Friday 26/12/2025 at 14:49h CET)

Question 15: *We would like to know if the Identification Form and the Declaration of Honour have to be filled in only by the Leader of the Consortium or if, in case of a JV, the Partner also need to fill in these documents.*

Answer: In case of consortium, the identification form must be filled in by all the members of the consortium. Some sections are to be filled in only by the Group Leader.

The Declaration on Honour must be submitted by each member of the consortium.

Question 16: *We would like to know if point 3 "Selection Criteria" of the Tender Submission Form needs to be completed also by the Partners.*

Answer: Only one tender submission form needs to be submitted. "Selection criteria" under point 3 must be filled in according to which member is fulfilling the criterion.