



Barcelona, March 9, 2026

ANSWERS TO QUESTIONS

Procedure: Women Leading Change: Gender Responsive Leadership in Mediterranean Universities and Municipalities - 15 - PRO654HER-2026

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

REQUEST FOR CLARIFICATIONS Nr. 1 (dated Friday 06/03/2026 16:31)

Question 1: *Should the identification form and the supporting documents be provided only by the project coordinator, or by all legal entities involved in the consortium? Indeed, we are applying as a consortium of six universities, and I would like to know whether all six universities must complete and sign the identification form.*

Answer: The identification form (Annex V) and the related supporting documents must be submitted for each legal entity identified under point 1 of the tender submission form.

Question 2: *Regarding the mandate authorising the signature of tenderer (an official document duly authorised signature), does UpM provide a specific template, or may we use the templates that we usually use within the Erasmus+ programme, for instance ?*

Answer: There is no specific template required for this document.

Question 3: *Is there a specific budget format to follow or particular expenditure categories to respect? The Word document attached to the tender regarding the budget appears to be empty and does not contain a template.*

Answer: Regarding the financial offer, please note that the template in Annex IV – Budget is designed for a global price contract. Therefore, the financial offer should simply indicate the total price in the field “EUR <amount> (VAT not included)”.