

## **Frequently or universally valid questions concerning the procurement procedure “Development of flagship projects within PA 8 EUSDR”**

**1. Under 3.2 Objective, Tasks 2 and 4 it is stated that a project application has to be developed and prepared. May the organization submitting the offer to the ministry also be a member or coordinator of the consortium within this future project application?**

Yes, it is possible, but it cannot be guaranteed. The members of the future consortium will only be selected in a later stage by PA8 based on the corresponding competences.

**2. Under 3.3 “Thematic fields” it is stated: “All tasks indicated under 3.2. have to be focused on one of the following thematic topics”. Is it possible to combine two of the six thematic topics (two working groups) or should the activities of the offer be clearly assigned to just one of the areas?**

In principle, it is possible to combine two thematic topics, but the focus must be on one thematic topic and it must be clearly described. The second topic should not play a dominant role.

**3. How does invoicing function after having a successful bid: by proof of use or by invoice? According to the document, submission as a consortium is also possible. In this case, does each partner receive the concerned amounts from the ministry directly, or should the coordinator transfer the funds?**

Billing is foreseen by invoice. The contract will be concluded with the leader of the consortium. Everything else has to be clarified internally within the consortium.

### **4, Clarification of the ordering and number of the tasks**

**In Chapter 3.2. “Objective” of the document Task 2 is described as follows: “Drafting of a project proposal for a concrete funding programme based on the above analysis with the inclusion of at least 4 Danube countries”.**

**Task 3 is “Organizing of at least one thematic workshops or events for relevant stakeholders” whereas Task 4 is “Preparation of the application package for a concrete call for proposals” whereas, in Chapter 3.4. “Detailed description of tasks” we have realised that the sequence of the tasks at this chapter is not equal with the above mentioned order, because in Chapter 3.4:**

**Task 2 is detailed as “Organizing and performing of at least one thematic event (e.g. workshop, conference)”.**

**Task 3 is detailed as “Drafting of a project proposal for a concrete funding programme based on the above analysis with the inclusion of at least 4 Danube countries and preparation of the application package for a concrete call for proposals”.**

**Task 4 is detailed as “Based on the above, one of the main tasks of the current procurement procedure is the development of a new flagship project focusing on one of the above listed fields (task 1.1.) The proposals should consider the funding possibilities, identified in task 1.3.”**

### **Requests for clarification**

**Please provide clarification to the sequence of the Tasks, in order to avoid misunderstandings, and we can follow the appropriate task sequence in our offer.**

The right order is as follows (as indicated under 3.2):

- Task 1: Study regarding the state of the art in the Danube region at the time of the Ukraine crisis and the post-Corona period:
- Tasks 1.1: Analysis of the current economic situation of the EUSDR region
- Tasks 1.2: Identification of common problems of SMEs in the EUSDR region
- Tasks 1.3: Identification of funding opportunities for a possible proposal submission through one or more stakeholder(s) of PA 8 EUSDR in 2022 or latest 2023
  
- Task 2: Drafting of a project proposal for a concrete funding programme based on the above analysis with the inclusion of at least 4 Danube countries
  
- Task 3: Organizing of at least one thematic workshops or events for relevant stakeholders in order to find out the exact needs of the SMEs in the Danube region and in order to find the relevant partnership for the project
  
- Task 4: Preparation of the application package for a concrete call for proposals

**Please provide clarification of the difference between Task 3 and Task 4 (according to the sequence appears at Chapter 3.4) and in case Task 4 would be considered as the extension of Task 3, or even Task 4 would be redundant, please also clarify it.**

As stated under 3.4. Task 4 a whole application package should be prepared containing the following points:

- detailed summary/description of the project (at least 2000 characters)
- description of the strategic relevance of the project (focusing on needs/challenges)
- description of the main objectives and results of the project (focusing on the above described needs and challenges)
- description of the methodology by highlighting the innovative aspects of the idea
- description of the contribution to the existing Policy Framework (EU/National, regional) concerning for example Sustainable Development, Equal Opportunities, Inclusion and Non-Discrimination and Charter of Fundamental Rights as well as Gender Equality, Gender Mainstreaming and Gender Perspective.
- description of the transnational added value of the project idea

- presentation of the Danube countries that are the most relevant for the identified project idea (by listing the most relevant actors from the above countries as well, incl. contact details)
- description of the target groups
- description of the planned activities and identification of concrete outputs

The task described under “Task 2” is the same as the “detailed summary/description of the project” described under “Task 4”. It should be a short description of the project idea.

**Please provide clarification whether the proposal/application package (detailed on page 14 of the document) is pursuant to Task 4 ( as Chapter 3.4 sequence) or should we elaborate the points already in the submission of the offer.**

As mentioned above the following documents should be prepared under Task 4:

- detailed summary/description of the project (at least 2000 characters)
- description of the strategic relevance of the project (focusing on needs/challenges)
- description of the main objectives and results of the project (focusing on the above described needs and challenges)
- description of the methodology by highlighting the innovative aspects of the idea
- description of the contribution to the existing Policy Framework (EU/National, regional) concerning for example Sustainable Development, Equal Opportunities, Inclusion and Non-Discrimination and Charter of Fundamental Rights as well as Gender Equality, Gender Mainstreaming and Gender Perspective.
- description of the transnational added value of the project idea
- presentation of the Danube countries that are the most relevant for the identified project idea (by listing the most relevant actors from the above countries as well, incl. contact details)
- description of the target groups
- description of the planned activities and identification of concrete outputs

**5. Clarification of the offer submission deadline: In Chapter 1.5. “Milestones of the procurement procedure” the deadline for submission of offers is 20th September 23:59, whereas, in Chapter 1.12 the given deadline is already 19th September, 23:59. Please provide information of the appropriate deadline for offer submission, whether it is 19th September 23:59, or 20th September 23:59.**

The correct deadline is 20th September 23:59.