

Tender Evaluations of international programs RVO			
Note of information 3			
Ref. nr	Subject	Question	Answer
1	regarding question 81 and 16	Retention of information. In your answer to question 81 you agree with our proposed addition to clause 13.4. However, you also refer to the answer to question 16, in which you state as a precondition the Contracting Authority can freely access the information from these files if, according to the Contracting Authority, this information is relevant in the context of this assignment. However, we cannot grant the Contracting Authority access to our working files, as these are stored on our internal systems, which contain proprietary information of other clients. Our working files also include internal correspondence, which is confidential. Could you therefore agree with our addition to clause 13.4 ARVODI without the precondition of access?	Agreed with the precondition that information that is labeled as non confidential can be accessed as requested.
2	question 79	Liability. In your answer to question 79 you do not agree with our proposal and state that you consider Article 21.3 ARVODI reasonable. We disagree with that point of view, as dependent on the contract value, the limitation of liability could go up to 10 times the fees, which would be disproportionate. Could you please reconsider your answer?	Not agreed.
3	Question 78	Intellectual Property. In your answer to question 78 you state that Article 24 ARVODI largely satisfies the wish as indicated in question 78. However, our concern is that if we would transfer the IP rights to (independent advisor's) reports, we can no longer vouch for the correctness and completeness, as the Contracting Authority would have the right to amend/change the report. Article 24 ARVODI does not satisfy this concern. Could you therefore please reconsider?	Not agreed.
4	Daily tariff	What is the range for the daily maximum fees?	There is no range for the daily maximum fees.
5	Question Learning (5.2.4) 3.b.	Annex 07, question 3.b. [Learning (5.2.4)] states: "Example of a learning activity that has been conducted related to an evaluation assignment (e.g. a visual, a description of a specific activity including a reference)". What kind of 'reference' do we need to provide here? And, should the reference refer to the assignment or the learning activity?	The Tenderer is free to choose an example, which may contain a reference (a reference is not mandatory). The example should refer to the learning activity.
6	Third Party ESPD?	Do we understand correctly that a consortium may include a third party - that adds to the consortium's thematic knowledge/skills - but which does not provide a reference report. And, must this third party submit an ESPD?	Yes, that is correct. See section 7.3.16 for questions about submitting an ESPD.
7	Publications	Do scientific publications also count as a report, when it is an evaluation issued as a publication?	Yes.

8	additional information	-With respect to the answer to Q73 (We request Tenderers to formulate concise answers to award criteria 3-6 in Annex 7. However, it is allowed to refer to additional information, for example by including a link to a relevant webpage.): can the additional information only be an existing source of information, or are other types of information specifically prepared for this tender also allowed?	The additional information can only be an existing source of information.
9	free lance experts	With respect to your response on question 49 (See the table and footnote 13 on p. 25 of the Tender document: you can indicate yes if the team leader/first author of the submitted evaluation report is still employed (or self employed) on the closing date for submission of the Tender. Fixed-term contracts are also considered, as long as more than one evaluation was completed during that period of time. However, freelance experts contracted by the Tenderer for the duration of only one study are not considered. The same applies to other evaluators.): are there are conditions of the nature of these fixed-term contracts? What about free-lance experts that do not have a contract but we have worked with on several occasions during the past years?	There are no conditions for the nature of the fixed-term contracts. If the free-lance experts are involved in more than one (1) report, this is sufficient. It is not sufficient if these staff members were contracted for only one study, and are currently not employed by the Tenderer.
10	references subcontracting	Do we understand correctly that if one the consortium members has a reference as subcontractor with another firm, that this project cannot be used as a reference, unless this other firm is also in the consortium for this tender? Even if the share of subcontracting is significant?	No. See the last paragraph on p. 20 of the Tender Document. A consortium member can also submit a reference report for which the consortium member was subcontracted. However, we refer to section 7.3.16, last point on p. 34: "If a consortium member relies upon the capacity of another entity in order to demonstrate compliance with the applicable Suitability Requirements, then the entities in question must complete and sign Part II C of the 'European Single Procurement Document' (...)"
11	Evaluation reports for Lot 1	Evaluation reports for Lot 1, specifically point 8a: The report presents a plausible causal contribution claim. It verifies the causal chain step by step and it discussed the possible influence of other (contextual) factors on the variable of interest in order to present a strong contribution claim. This is not necessarily equally possible for every type of evaluation study performed under lot 1. Can you please review this requirement in relation to the type of studies required under lot 1 and if different competencies can be included here that would be more suitable for other type of studies to diversify the response options?	No. You could only submit questions about the answers provided in the note of information. We will not make changes based on new questions.
12	Annex 7 - numbers of words	The note of information highlights changes made in the number of words in Annex 7, however the annex 7 has not been changed to reflect these changes.	Please keep to the new information as provided in the note of information. We will not provide new documents.
13	Request for clarifications	"As a follow-up question to clarification n°102: we intend to include sub-contractors, but we do NOT rely upon their capacity for complying with the suitability requirements. In this case, there is no mention of these sub-contractors in any of the documents to be submitted, as they do not have to fill in an ESPD themselves, nor are included in Section 1.5 in our ESPD (as this concerns consortium members only). In which way would their involvement hence become evident?"	In your answer to award criteria 5.2.6 in the Tender Document (chapter 6 in Annex 7) you can include information on the composition of the Tenderer (including sub-contractors).

14	Consortium	As per the clarifications provided in the Note of Information: Would it be possible to clarify: “if an evaluation assignment, in which a subcontractor was responsible for a major part of the work, is presented as the reference assignment for section 5.2.1, the subcontractor must be a consortium member or the subcontractor in a principal contractor-subcontractor structure (section 7.3.16).” Our question is: If a consortium including two international partners is looking to present an evaluation report where a small local partner supported the evaluation, is it required that the small local party be included in the consortium for this framework?	If the local partner was responsible for a major part of the work (if most of the hours and budget were reserved for this partner), the local partner must be included as a consortium member or in a principal contractor-subcontractor structure. If this is not the case, it is not required to include the local partner in the composition of the Tenderer.
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