



Memorandum of information European tender Experts for the execution of the Oilseeds programme in Uganda

Date: 24 July 2023

In this memorandum of information, the contracting authority provides answers to the questions asked and remarks posted in the context of the above-mentioned European tender. This memorandum of information forms an integral part of the tender document (with reference 202302031).

Question	Subject	Question	Answer
1.	Reference assignment	I see in the reference assignment template a provision for the signature of the referee, would a contract or document (service contract, framework agreement etc) from the referee suffice if their signature/date is therein. Because it might be challenging for programmes that are already closed, changed staff (responsible staff on leave or not reachable etc) and other challenges.	No, a contract or another document with a signature from the referee is <u>not</u> sufficient. However, we do realise that due to the summer holidays it can be difficult to collect the signature from the right/ responsible person. Therefore we have decided Tenderers do not have to submit the filled in reference assignment template together with the tender. The reference assignment template only needs to be submitted when requested by the tendering authority.
2.	Data processing agreement	Is it required to complete and submit the data processing agreement along with the tender?	No, it is not required to complete and submit the data processing agreement along with the tender.