



Memorandum of Information

Questions and answers for European tender: 202409086 - Experts for the CBI project to promote decent work in Bangladesh's small leather goods and bags sector		
Date:	28 February 2025	
Question number	Question	Paragraph from Tender document
Question 1	In the tender document it is stated: "The reference(s) must be signed by the referee (the client in question)." In case the project is funded and managed by a EU donor organisation, who is exactly meant as referee/client: "a representative of the EU donor" or "a representative of the local organisation participating in the project (beneficiary)"?	4.3.2 Tender document
Answer	The referee/client that needs to sign the reference(s) needs to be the responsible person at (project) management level of the EU donor organisation, not the representative of the local organisation that was involved in the implementation or participation of the project.	
Question 2	Can a medium-sized private company submit a proposal for this tender?	
Answer	Yes, this is possible if the organization meets the requirements as stated in the tender document.	
Question 3	Is it mandatory to respond to all three lots?	
Answer	No, you can also submit a proposal for one or two lots.	
Question 4	Who will be responsible for recruiting SMEs/stakeholders to participate in the project?	
Answer	CBI will work together with the team of experts and local contacts from e.g. the embassy to identify and select the SMEs and stakeholders that are most suitable for collaboration in the project. CBI will make the final decision on the selection.	
Question 5	Should the proposal include travel expenses?	3.6 and 3.9 Tender document
Answer	No, please see sections 3.6 and 3.9 regarding local travel expenses and international travel expenses.	
Question 6	Can we submit a bid in collaboration with other companies or experts?	7.3.17 Tender document
Answer	Yes, that is possible. Please see section 7.3.17 of the Tender document.	
Question 7	How will the improvement of social practices be assessed?	
Answer	This will be monitored through the formulation of various KPIs in a Results Monitor document that will be assessed every year throughout the duration of the programme to measure progress.	
Question 8	Have similar missions been conducted in the past? If so, would it be possible to access the deliverables?	
Answer	Although the CBI programmes have similar building blocks, each programme and mission is tailored to different contexts (sectors	

	and countries), therefore previous deliverables cannot be compared.	
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