1st Memorandum of Information European tender 'Experts for the CBI project to enhance decent jobs for seasonal female workers in the dried mango sector of Burkina Faso and Ivory Coast'
Date: 29 January 2026

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 202501137).

Question	**Chapter/ Paragraph from the tender document**	**Question**	**Answer**
1.	2.3	One organisation cannot submit an expert for 2 lots, but what if organisation A proposes an expert for lot 1, and the same expert is proposed for lot 2 by a seperate organisation, are both organisations then disqualified?	Tenderers are allowed to propose the same expert for multiple lots. We agree that this is acceptable. Each organisation may propose the same expert for different lots.
2.	Annex 6	Under heading 2: professional experience in annex 6, are we supposed to list all jobs an expert had, or only individual projects that are relevant, or a combination?	It is not needed to list all jobs an expert had, as long as the mentioned experience show that the expert meets the minimum requirements. Please note the Annex 6 objective is for the tendering authority to asses if the experts comply with the requirements in chapter 3.2 and 3.3. These concern the minimum requirements that the proposed experts must meet. The explanations in Annex 6 can be brief as long the explanations are focused on the requested minimum requirements.

3.		Please confirm whether a VAT exemption applies to the Joint-Venture member based outside the Netherlands but within the EU. If not, please confirm that the intra-Community VAT regime apply.	For contracting parties based within the EU (Intra-Community), the reverse charge mechanism applies. Under this mechanism, the contracting party does not include VAT on the invoice, and RVO is responsible for paying the VAT to the Dutch authorities. RVO is subject to Dutch VAT and will automatically pay the applicable VAT to the Dutch authorities. No VAT exemptions are applicable. The only special case relates to companies based in the Netherlands that have obtained permission from their tax authorities to invoice at a 0% VAT rate under Dutch development cooperation policy objectives (Dutch directive BLKB/2015/76M dated September 2015).
4.		Please confirm whether a VAT exemption applies to the JV member based outside the EU, concerning the lot 1 in Ivory Coast. If not, please confirm that Ivorian VAT will apply for a JV member based in Ivory Coast.	For rules related to Ivory Coast VAT exemptions, please refer to the relevant tax rules for the country. The Tenderer is responsible for being informed of and comply with applicable tax regulations. The daily rates must include all applicable VAT and other taxes for Ivory Coast, Burkina Faso, and any other country outside the EU. It is not permitted to add VAT for countries outside the EU to the invoice. According to section 3.4.2 of the tender document, all rates must be quoted in euros and be all-inclusive. This includes, but is not limited to: wage costs, overheads (e.g., accommodation and wage costs for support staff), costs related to the use of equipment and machinery during the assignment, insurance costs, costs associated with e-invoicing, visa application costs (excluding fees payable directly to a foreign Embassy), local levies, taxes, local VAT, communications, local meals, local travel, and local accommodation expenses. For the purposes of this provision, “local” refers to the city where the expert is based.

5.		Please confirm whether a VAT exemption applies to the JV member based outside the EU, concerning the lot 2 in Burkina Faso.	For rules related to Burkina Faso VAT exemptions, please refer to the relevant tax rules for the country. The Tenderer is responsible for being informed of and comply with applicable tax regulations. The daily rates must include all applicable VAT and other taxes for Ivory Coast, Burkina Faso, and any other country outside the EU. It is not permitted to add VAT for countries outside the EU to the invoice. According to section 3.4.2 of the tender document, all rates must be quoted in euros and be all-inclusive. This includes, but is not limited to: wage costs, overheads (e.g., accommodation and wage costs for support staff), costs related to the use of equipment and machinery during the assignment, insurance costs, costs associated with e-invoicing, visa application costs (excluding fees payable directly to a foreign Embassy), local levies, taxes, local VAT, communications, local meals, local travel, and local accommodation expenses. For the purposes of this provision, "local" refers to the city where the expert is based.
6.		Please confirm that each JV member can be paid directly and separately.	No, only the entity submitting the tender can be paid directly. Payments to other JV members are not permitted.
7.		Please confirm that no withholding tax will be applied to payments made to the Consultant.	We wish to clarify that we cannot confirm the absence of withholding tax. Bidders are therefore requested to account for any applicable withholding taxes in their financial proposals. Please note that RVO does not withhold any taxes on invoice amounts.
8.	Annex 7	Annex 7 states the following:	The maximum of four (4) A4 pages applies to the entire content of Annex 7.

		"Your response should not exceed four (4) A4 pages. Please note: if your response exceeds this limit, any content beyond the fourth page will not be taken into account during the assessment and can affect the total number of points that may be awarded. Additionally, if you include a hyperlink to a website in your response, please be aware that the content of that website will not be considered as part of the assessment either." It is unclear whether the four (4) A4 page limit applies only to the narrative description (plan of approach), or whether this page limit also includes the reference projects provided in the tables.	This means that the plan of approach and the reference projects included in tables together may not exceed four (4) A4 pages in total.