



## **ANNEX 4 TO THE SELECTION GUIDELINES – CLARIFICATION NOTE ON PROCUREMENT CONDUCT DECLARATION (GVA) AND CONSORTIUM APPLICATIONS**

### **1. Introduction**

IDH issues this clarification note as a formal addendum to the Selection Guidelines. It provides additional information on two subjects: (i) the Procurement Conduct Declaration (*Gedragsverklaring Aanbesteden*, GVA) requirement as it applies to non-Dutch parties, and (ii) the permissibility of consortium applications and the eligibility of parties regardless of location. This note is binding and forms an integral part of the tender documentation.

### **2. Procurement Conduct Declaration (GVA) — Non-Dutch Parties**

The GVA is a Dutch instrument and is not available to parties established outside the Netherlands. Non-Dutch parties are not required to obtain a GVA.

Instead, such parties must submit the closest available equivalent document issued in their country of establishment – typically a certificate, extract, or declaration from a competent public authority – that:

- confirms the applicant's integrity and adherence to legal and ethical standards applicable to public procurement; and
- demonstrates the absence of relevant criminal convictions or other grounds for exclusion as referred to in Article 57 of Directive 2014/24/EU.

Where no such document is issued by public authorities in the applicant's country, the applicant may submit a sworn declaration or notarial statement to the same effect, made before a competent judicial, administrative, or notarial authority in their country of establishment.

IDH reserves the right to request further substantiation if the submitted document is unclear or insufficient to assess the applicant's standing.

### **3. Consortium Applications and Location of Parties**

Consortium applications are permitted. Interested parties may apply jointly as a consortium. Applications must clearly identify all consortium members and designate a lead party responsible for communications with the contracting authority.

There are no restrictions on the location of applicants or consortium members. Parties established in any country may participate, in accordance with applicable EU procurement rules and the principle of non-discrimination.

Applicants – whether individual parties or consortia – must nonetheless demonstrate that they have the capacity to perform the required services in the relevant location(s) as specified in the tender documentation, as may be applicable. The contracting authority will assess this as part of the selection and/or tender criteria.



#### **4. Status**

This clarification note constitutes an official addendum to the Selection Guidelines and supersedes any conflicting or ambiguous provisions to the extent addressed above. All other provisions of the tender documentation remain unchanged.

Interested parties who have already prepared or submitted applications are advised to review their submissions in light of this note.

Signed,

Stichting IDH

1 April 2026