Dear Tenderers,

We have received certain questions from you in regards to the tender package, which is why we are communicating the answers to the questions simultaneously to all the tenderers. Please see the questions and answers below.

**Question 1:**

b8o7\_tenderform\_simp\_en: Page 4: Personnel? Should it be filled in? I am a natural person to apply.

**Answer 1:**

In case of natural persons the tender submission form (b8o7\_tenderform\_simp\_neg\_en) should be filled starting from page 8 to page 15 which includes “Format for the declaration referred to in point 7 of the tender submission form” and “Declaration on honor exclusion and selection criteria”. Do not forget to attach your CV to the tender package as well as the legal entity file (b8j3\_annexvilefind\_en) for natural persons.

**Question 2:**

b8g\_annexiiiom\_en: Page 2: §3 and §4. I have written ‘Not Available’. Is this tight in my case as a natural person applicant? Further in the table below, Timetable of work: Resources Mobilized – should I include travel costs? Do you have a plan, how often and when should the expert travel to Armenia, for how many days and what can be included in travel costs?

**Answer 2:**

If you are going to provide the required services of terms of reference on your own you can skip the b8g\_annexiiiom\_en (Organisation and methodology) files’ points 3 and 4.

In regards to travel costs you do not need to include any budget since the expenses of the business trip of the expert are reimbursed by the contracting authority. Contracting authority will organize Contractor's trips to Armenia at least twice a year. More details of the trip will be accordingly arranged with the Contractor when organization of travels begins.

**Question 3:**

b8j1\_annexvifif\_en: Bank account. Should I take this document to my bank and let them sign it? I have never had this before and I am not sure whether a bank does it or what is needed here?

**Answer 3:**

The Financial Identification Form (b8j1\_annexvifif\_en) needs to be filled in and provided by the Bank with tenderers’ EUR bank account information. The bank is familiar with this process, if they regret to do so, they should provide their own format of your EUR bank account information that includes all the points to be filled in the financial identification form.

**Question 4:**

I intend to do so via email (sign the document and scan). Is this ok, or you need original documents sent by post? In that case it might take several days or weeks.

**Answer 4:**

Tenders must be sent to the contracting authority before 08 August 2022, 17:00 (RA time). They must include the requested documents in point 4 of the file - Instructions to tenderers (b8o5\_itt\_simp\_neg\_en1) and be sent:

**EITHER** by post or by courier service, in which case the evidence shall be constituted by the postmark or the date of the deposit slip (It is recommended to use registered mail in case the postmark would not be readable), to:

The Project Office

Gr. Lusavorich 43-1/6, Vanadzor, Armenia, the Project Office

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**OR** **hand delivered** by the participant in person or by an agent **directly** to the premises of the contracting authority in return for a **signed and dated receipt**, in which case the evidence shall be constituted by this acknowledgement of receipt, to:

The Project Office,

Gr. Lusavorich 43-1/6, Vanadzor, Armenia, the Project Office*,*

Business hours 09:00-17:00

Further details regarding the submission of the tender package are included in the following file - Instructions to tenderers (b8o5\_itt\_simp\_neg\_en1).

**Question 5:**

Could you please send all the necessary documents the tenderer should fill in?

**Answer 5:**

The files the tenderer needs to fill in the tender package are:

* b8g\_annexiiiom\_en,
* b8i1\_annexvbudgetglobal\_en,
* b8j1\_annexvifif\_en,
* b8j3\_annexvilefind\_en or b8j4\_annexvilefcompany\_en,
* b8o7\_tenderform\_simp\_en,
* Accompanying Note.

**Question 6:**

Is Armenian bank account acceptable for payments? I have temporarily moved to Armenia in the beginning of 2022 and will stay here until mid-2023, so I have an Armenian bank account.

**Answer 6:**

The Armenian bank account is not acceptable, only foreign countries’ EUR bank account information is required for this tender. Please find more information on this matter in this file Instructions to tenderers (b8o5\_itt\_simp\_neg\_en) 4.1 point and c) subpoint.

**Question 7:**

Timetable of payments – I couldn’t find any timetable. Please explain.

**Answer 7:**

In regards of the payments you can check out the following files: Draft contract (b8o2\_contract\_simp\_en) – “Special Conditions” Article 29 and ANNEX II: TERMS OF REFERENCE (b8f\_annexiitorglobal\_en) point 7.1.

**Question 8:**

I am an Armenian citizen residing in EU since 2005, and living temporarily in Armenia until summer 2023. Will this be an obstacle in the evaluation process?

**Answer 8:**

It depends on the evaluators’ decision on the matter.

**Question 9:**

Concerning your answer to the question referring filling in the form b8o7. As natural person I need to fill in from page 7 to page 15. There are tables within these pages that are not applicable to natural persons, e.g. table II on page 12. Shall I delete that table or just let it empty?

**Answer 9:**

In regards of tables that are not for natural persons, you can write an N/A in the tables accordingly.

**Question 10:**

Tenderer’s declaration. The text of the declaration is written in plural „…we hereby declare, that we…“. Shall I change the plural into singular, or the text shall remain with „we“?

**Answer 10:**

If there is a matter of changing the noun from plural to singular in the declaration, you can make the change of the noun to singular.