

Procurement of experts for the Innovation Partnership Programme, Phase II, Vietnam

Questions and answers 22.6.2017

Question 1:

How much of the estimated expert months for each of the task are estimated to take place in Vietnam and how much in Finland?

The expert months take place mainly in Vietnam. However, some tasks, such as preparation and reporting, can be performed in other location.

Question 2:

If a subcontractor does not have an own company and will reimburse the fee and travel costs as personal honorarium from the tenderer (and not being an employee of the tenderer company), what kind of details are needed in the Annex 7 Tender's cover and Annex 8 commitment form (i.e. what is needed instead of company name and VAT number)?

Subcontracting refers to contracts between companies, while with individual experts the tenderer enters into employment contracts. By signing the commitment (Annex 8) the tenderer affirms the availability of experts. The tenderer is also responsible for ensuring payment of all taxes and pension contributions as well as other payments required by the applicable law.

Question 3:

Can the approach for the tasks include also elements that are delivered virtually (ie. webinars, streaming, video negotiations/meetings)?

Virtually delivered elements can be proposed if seen appropriate.

Question 4:

In Annex 2, part 3, Technical and Professional Ability, REFERENCES, it says to provide "at least 2 references" then it refers to Annex 2a as supporting document and in this one, it clearly says "2 references". Can you please confirm that only 2 references must be provided?

Only two references are provided.

Question 5:

In Annex 2a, Reference form, can you please clarify "Value of the reference"? Is it the value of overall project or the TA budget? Or should the both values be stated?

If different, both values should be stated.

Question 6:

Following the Questions and Answers published on June 19th for this RFP, Answer 3 says that "a detailed matrix can be added as an annex". Can you please confirm whether this Annex could be in A3 format?

Annexes should be in A4 format.

Question 7:

Could you please specify if the referenced opportunity is a request for interest (RFI) or a request for proposal (RFP)?

This is a request for proposal.

Question 8:

Is this project open to US citizens/contractors? Or just Finnish or EU citizens/contractors?

The Tenderer (in case of sub-contracting, Lead Company and all subcontractors, and in case of consortium, all members of the consortium) must be registered in the Trade Register in its country of origin. The country of origin must be party (full member) of the WTO Agreement on Government Procurement (AGP).