



EUROPEAN UNION

Delegation of the European Union to Bosnia and Herzegovina

Sarajevo, February 2017

CLARIFICATION No. 1

Call for Proposal Title: Support to Civil Protection

Publication reference: EuropeAid/151771/DD/ACT/BA

Tender No: EC/BiH/CfP/16/002

Disclaimer:

Applicants will find below a series of questions which have been sent to DELEGATION-BOSNIA-AND-HERZEGOVINA-CFP151771@ec.europa.eu mailbox since the launch of the above-mentioned Call for Proposals.

In accordance with Guidelines for Applicants of the relevant Call for Proposals and its article 2.2.4 Further information about applications:

"... To ensure equal treatment of applicants, the Contracting Authority cannot give a prior opinion on the eligibility of lead applicants, co-applicants, affiliated entity(ies), an action or specific activities.

All eligibility related criteria are specified in **Article 2.1** of the Guidelines for Grant Applicants.

In reference to **eligibility of an action**, please refer to Section 2.1.4 "Eligible actions: actions for which an application may be made" of the Guidelines for Grant Applicants.

Question 1: University is planning to participate as co-applicant with several legal bodies in that call. Lead applicant is the Federal government with its department of civil protection and defense. Are we as university entitled to act as co-applicant?

Answer 1: Please see the disclaimer on page 1. As specified under article 2.1.1 of the Guidelines, Co-applicants must satisfy the eligibility criteria as applicable to the lead applicant.

Question 2: Within the call it is stated that all actions have to take place within the country. Does that also relate to trainings/visits for example at ERCC, an EU Member State early warning institutions or training grounds that may act as best practices?

Answer 2: Please see the disclaimer on page 1. As specified under Article 2.1.4 of the Guidelines, actions must take place in Bosnia and Herzegovina. Under this article the definition explains that "An action is composed of a set of activities". Accordingly specific activities relevant for the action such as specific trainings/study visits may take place outside of the country.

Question 3: Regarding training for the use of equipment - is it possible to receive a procurement contract or a list of equipment - to specify the description of the action?

Answer 3:

As the question relates to "2.2. Develop and provide a **Training programme for the use of equipment** safety and security measures and on the basis of the TNA results“, please find below explanation about equipment that is going to be used for the training which are specified under the Component II: Intervention teams:

- It is necessary to provide training programme for use of equipment that is (i) part of the Urban Search and Rescue (USAR) Module, (*please check: INSARAG Guidelines: Minimum Operational Levels, Training Standards, Performance Criteria, and Equipment Used for USAR Teams*); (ii) Standard equipment for Civil Protection Mechanism Module on Flood Rescue using Boats (FRB). Please refer also to Corrigendum no 4 to the Guidelines.

Question 4: Is it by any means helpful to add "letters of support" from different associates/companies that are neither lead/co applicant nor affiliated entity?

Answer 4: As specified under article 2.1.3 "Associates and Contractors" of the Guidelines, Associates must be mentioned in Annex A.2 "Full Application Form", section 4 — 'Associates participating in the action'. Therefore, "Letters of support" are optional elements of the application and are not taken into consideration for evaluation of the application in subject.

Question 5: Is there any exception in EU legislation for research institutes to keep the status as affiliated entity? (for example research institutes?) As far as I have been in correspondence with them, they cannot meet the status affiliated entity because of their own overhead costs.

Answer 5: Please see the disclaimer on page 1. Please refer to Article 2.1.2 "Affiliated entities" of the Guidelines, which gives a definition of entities which may be considered as affiliated entities to the lead applicant and/or to co-applicant(s).

Question 6: What is the acceptable standard of training, or the Applicant may propose its own training model?

Answer 6: All trainings shall meet EU standards except USAR team training which shall meet UN standard (INSARAG). Applicant also may propose its own training model if it is in accordance with the best European/international practice and/or standards.

Question 7: Can the applicant make a training model and certify it in the EU as a valuable contribution to the existing EU standards?

Answer 7: Please see reply for question number 6. Certification of training is not part of the Call.

Question 8: Can the applicant create its own curriculum for rescue and/or use its own or use any other curriculum standard from international private agencies?

Answer 8: Please see reply for question number 6.

Question 9: Whether the proposed number of persons for training has to have experience in rescuing and who selects those training participants?

Answer 9: The relevant Institutions of BiH will select training participants. It will be ensured that the selected persons will have basic experience in rescuing.

Question 10: Can we propose the Training of Trainers activity in the rescue component?

Answer 10: Training of Trainers is foreseen under component II 2.1 "Intervention teams". The Applicant may propose any training in addition to the ones listed in the Guidelines.

Question 11: Does in assessing physical ability of trainers and rescuers can we use the EU standard or using tests that are defined by the Regulations of the entity level?

Answer 11: In assessing physical ability of trainers and rescuers the European standards shall be used.

Question 12: Whether for the purpose of conducting training in the field of GIS, as the Applicant, we can budget the purchase of scanned and geocoded maps under educational materials as they are expensive?

Answer 12: Please see the disclaimer on page 1. It is not required purchasing new maps for training purposes. Open source may be used for training purpose.

Question 13: What is the standard of maps on which to carry out training and further implementation of activities - WGS 84 or Gauss Kruger?

Answer 13: Standard of maps that is in use at this moment in Bosnia and Herzegovina is Gauss Kruger. Therefore Gauss Kruger is expected to be used to carry out training and further implementation of activities.

Question 14:

Is there a certain brand of GIS software that has already been or will be installed in municipalities and other levels of the Civil Protection, at which there should be organized training? If not, should it be used for some kind of training for some brand software (ArcMap, AutoCAD Map etc.)?

Answer 14:

Geographical Information System (GIS) training will be held in Operational Communication Center 112 – BiH (OKC BiH 112) of Ministry of Security of BiH for 30 participants. In Operational Communication Center 112 – BiH ArcGIS software is installed with one ArcGIS Editor licence.

Question 15: Are field data going to be collected by already purchased GPS device, does Civil Protection have GPS devices and if yes, what type of GPSes do they have and how precise those GPSes are?

Answer 15: There is no need for field data collection, since the (GIS) training is basic and will be conducted within Ministry of Security of Bosnia and Herzegovina, not at municipality level. Municipal levels do not have such devices.

Question 16: Is there some Civil Protection model of data which is unified in the EU and it can be used for this project?

Answer 16: No, there is no Civil Protection model of data unified in the EU.

Question 17: Is the purchase of GPS devices, boats and motors for training (as a means for training) is considered as the purchase of resources for education? Actually is that eligible cost?

Answer 17: Please see the disclaimer on page 1. Eligibility of costs is defined in Article 2.1.5 *Eligibility of costs: costs that can be included* of the Guidelines and Article 14 of the General Conditions to the standard grant contract (Annex G of the Guidelines) published under this Call for Proposals.

Question 18: Regarding Component III – activity 3.2: Fire Prevention Plans – according to the law of fire protection, plans must be developed by a specialized company. Does “Ensure that the municipalities usually affected by fires have drafted fire prevention plans” means, that local companies have to be procured for this services or plans can be drafted by applicants to this call in cooperation with BiH municipalities that would then procure companies to finalize the adoption of the plan?

Answer 18: Fire and prevention plans for 10 municipalities have to be drafted in accordance with BiH legislation. The legislation requires that Fire and Prevention plans have to be developed by local specialized companies. Those companies should be authorized by BiH government authorities. The Applicant is expected to procure local specialized companies and budget the corresponding costs. All procurement must comply with the rules set out in Annex IV ("Contract award rules") to the Standard Grant Contract.

Question 19: If the 'public body' applicant cannot reclaim VAT by national regulation, are the project related activities such as training, capacity building, technical assistance and policy support eligible? (based on Annex J justification).

Answer 19: Please see the disclaimer on page 1. Please note that VAT is not eligible for projects to be funded under the "Instrument for Pre-accession Assistance" which is the case of this Call. Please note that the European Commission and Bosnia and Herzegovina have agreed in the Framework Agreement on the arrangement for implementation of the Union's financial assistance to Bosnia and Herzegovina under the Instrument for Pre-Accession Assistance (IPA II) (hereinafter Framework Agreement) to fully exonerate the following taxes: import duties, value added tax and other indirect taxes and levies and/or charges having equivalent effect. Please refer to revised Annex J which is part of Corrigendum no 4 to the Guidelines.

Question 20: Based on Grant Contract Annex II 14.9. h) salary costs of national administrations are ineligible in general. Are the 'project partner EU Member State' disaster management national administration's ('public body') project related human resources costs eligible (e.g. project activities implemented by the internal staff of national administration)?

Answer 20: Salary costs of the personnel of national administrations may be eligible to the extent that they relate to the cost of activities which the relevant public authority would not carry out if the action were not undertaken. Please refer to Corrigendum n 4 to the Guidelines.

Question 21: Project activities shall be implemented in Bosnia and Herzegovina. Are the costs of a visit of the BiH project partner and officials to the project partner EU Member State Central Duty Service eligible if it is necessary for the project implementation?

Answer 21: Study visit expense is eligible in principle. Please see the disclaimer on page 1. Also please see Answer 2.