



Sarajevo, December 2016

CORRIGENDUM No.2 to Guidelines for grant applicants

Call for Proposal Title: Support to Civil Protection
Publication reference: EuropeAid/151771/DD/ACT/BA
Tender No: EC/BiH/CfP/16/002

The following sections of the Guidelines for grant applicants are amended as follows:

2.2.3 Deadline for submission of applications

The deadline for the submission of applications is **07/02/2017 at 16:00** (Brussels date and time). In order to convert this deadline to local time you can use any online time converter tool that takes into account time zones and winter/summer time changes (example available [here](#))¹. **Lead applicants are strongly advised not to wait until the last day to submit their applications**, since heavy Internet traffic or a fault with the Internet connection (including electricity failure, etc.) could lead to difficulties in submission. The contacting authority cannot be held responsible for any delay due to such aforementioned difficulties.

In the exceptional case of submission by post or by hand-delivery (see section 2.2.2), the date of submission is evidenced by the date of dispatch, the postmark or the date of the deposit slip. In the case of hand-deliveries, the deadline for receipt is at 16:00 as evidenced by the signed and dated receipt.

Any application submitted after the deadline will be rejected.

However, for reasons of administrative efficiency, the Contracting Authority may also reject any application sent in due time but received after the effective date of approval of the proposal evaluation (see indicative calendar under section 2.5.2).

2.5.2 Indicative timetable

	DATE	TIME
1. Information meeting, if any (local time)	Not applicable	Not applicable
2. Deadline for requesting any clarifications from the Contracting Authority	17/01/2017	-
3. Last date on which clarifications are issued by the Contracting Authority	27/01/2017	-
4. Deadline for submission of applications	07/02/2017	16:00
5. Information to lead applicants on opening, administrative checks and concept note evaluation (Step 1)	March 2017*	
6. Information to lead applicants on the evaluation of the full application form (Step 2) ²	April 2017*	-

¹ For example: <http://www.timeanddate.com/worldclock/converter.html>.

7. Notification of award (after the eligibility check) (Step 3)	May/June 2017*	-
8. Contract signature³	July 2017*	-

***Provisional date**

This indicative timetable refers to provisional dates (except for dates 2, 3 and 4) and may be updated by the Contracting Authority during the procedure. In such cases, the updated timetable will be published on the EuropeAid web site

<https://webgate.ec.europa.eu/europeaid/onlineservices/index.cfm?do=publi.welcome>.

All other terms and conditions of the Guidelines for grant applicants for this Call for Proposals remain unchanged.

2 Note that according to the financial regulation, in direct management, applicants must be notified the outcome of the evaluation of their applications within 6 months following the submission deadline of the full application. This time-limit may be exceeded in exceptional cases, in particular for complex actions (including multi-beneficiary calls), large number of proposals or in case of delays attributable to the applicants.

3 Note that according to the financial regulation, in direct management the grant contract must be signed within 3 months following the notification of the award decision. This time-limit may be exceeded in exceptional cases, in particular for complex actions (including multi-beneficiary calls), large number of proposals or in case of delays attributable to the applicants