



EUROPEAN UNION

Delegation of the European Union to Bosnia and Herzegovina

Sarajevo, August 2017

Clarification No.1 to Service Contract Notice

Project Title: Improving capacity of Indirect Taxation Authority of Bosnia and Herzegovina

Publication reference: EuropeAid/138745/DH/SER/BA;

Tender No.: EC/BIH/TEN/17/001

Question 1:

The submission criteria for this stage require us to send application form that you provided on the link in the call. Within the application form and the call there is a following text concerning references showing project experience:

“the project will be considered in its whole if proper evidence of performance is provided (statement or certificate from the entity which awarded the contract, proof of final payment).”

Does this mean that we need to submit the signed letters of reference from the client and proof of final payment (if such exists) already at this stage of tendering (expression of interest), or is that the requirement after the shortlisting procedure?

Answer 1:

Please see section 2.4.11.1.1. General principles of the Practical Guide to Procurement and Grants for European Union external actions, in particular the 2nd paragraph on page 50, which specifies:

“...The candidates/tenderers are asked to provide a declaration on honour and to indicate in the application form or tender submission form their economic, financial, professional and technical capacity in accordance with the selection criteria laid down in the tender documents.

...

For service procedures, the documents supporting the information in response to the selection criteria shall be submitted by all the tenderers together with the tender...”

Short-listed candidates invited to submit a tender will be requested to submit documentary evidence for the exclusion and the selection criteria as part of their tender.

The letter of invitation to tender will specify the references which fulfilled the selection criteria and on the bases of which the candidate was shortlisted.
