



EUROPEAN UNION

DELEGATION TO THE REPUBLIC OF SERBIA

Belgrade, 16/08/2010  
SC/DP D(2010)

## CONTRACTING AUTHORITY'S CLARIFICATIONS

**“Assistance to the Digital Broadcasting Switchover in Serbia”**

**Publication ref.: EuropeAid/129776/C/SER/RS**

**Tender no.: 10SER01/16/11**

No	Question	Answer
1	Could you inform me when the Terms of Reference will be published?	The Terms of Reference will be sent only to the shortlisted companies in September.
2	Could you confirm that the deadline for receipt of applications indicated in item 23 (ie August 27, 2010) corresponds to the deadline to submit a first expression of interest with only CVs of the team and financials of the different members of the consortium without any methodology nor financial offer at that stage?	The deadline for receipt of applications is 27 August 2010. Applications must be submitted using only the standard application form. (No CVs or financial elements at this stage). The application form is available at the following Internet address: <a href="http://ec.europa.eu/europeaid/work/procedures/implementation/services/index_en.htm">http://ec.europa.eu/europeaid/work/procedures/implementation/services/index_en.htm</a>
3	Is this document the “RFP”... or will we receive a detailed RFP specifying the deliverables once we have expressed out interest?	For information about EU tender procedures please consult the Practical Guide to Contract procedures for EU external actions at the following link: <a href="http://ec.europa.eu/europeaid/work/procedures/implementation/practical_guide/documents/2008new_prag_final_en.pdf">http://ec.europa.eu/europeaid/work/procedures/implementation/practical_guide/documents/2008new_prag_final_en.pdf</a>
4	The eligibility criteria includes the need to have participated to a project with a minimum of 1M€ budget. Can you please confirm if this is the project budget, or the amount of the consulting fees?	1 Million EUR is the overall project budget

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5	A DSO process includes on site support to the population during the switch off itself. We understand that the project is about defining and planning such process and we assume that the local authorities will provide the staff required for on-site execution of the DSO. Can you confirm that this assumption is correct?	The project doesn't include the on-site support to the population during the switch off, but support to the Ministry for Telecommunication and Information Society and other stakeholders in the implementation of the digitalisation process.
6	In order to formalize our EOI, could you please confirm whether or not a member of the Consortium can be a person rather than an entity? If so, would he have to sign the same declaration provided (eg. no equivalent financial information)?	Legal and natural persons are eligible to take part as consortium members. Each consortium member has to sign a declaration.
7	Should we fill in Financial data in the joint Application form in Regular or Italic font if annual accounts for this or last year are not yet available for some of the consortium partners.	If annual accounts are not yet available, latest estimates shall be provided clearly identifying estimated figures in italics.
8	Should we fill in Financial data in the Application form by each consortium partner with different legal entity separately, or should we apply joint statement.	If you follow the template, there will be a table with joint financial data of all members of the consortium and specific tables for each consortium member (together with specific declarations).
9	With reference to eligibility of natural persons as per section 11 of the Service procurement notice, could you please clarify whether there are any specific instruments applicable under IPA to self employed attorneys ("advokat") admitted to practice law in Serbia (registered with the Belgrade Bar Association). If we deem the self employed attorneys as natural (not legal) persons, it is our understanding that such participation is governed by article 19 of the Council regulation (EC) n. 1085/2006, which allows participation of natural persons which are nationals of the country beneficiary of IPA.	Correct. Participation to natural persons is allowed.

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10	<p>Section 'Selection and award criteria', paragraph 21.3.1 of the Contract Notice specifies the following technical requirement: 'the candidate has implemented either as a leader or consortium partner at least 1 project involving digitalisation of the broadcasting system with a budget of EUR 1,000,000 in the past 3 years up to the date of submission of the application'.</p> <p>We believe we are extremely well placed for this project in hand:</p> <ul style="list-style-type: none"> <li>- We have assisted operators and broadcasters in various aspects of digital switchover and digital dividend; however our consulting fees for individual projects might not reach the EUR1 million limit.</li> <li>- We have recently been awarded a contract of over EUR 1 million that includes Digital Switchover with implementation scheduled for the next one year and a half.</li> <li>- Our proposed sub-contractors have provided advice on digital switchover. However their consulting fees for individual projects is below the requirement of EUR1million from the Contract Notice. Could you please confirm that the requirement referred to above is to be understood as the bidding parties, between them, having provided advice on digital dividend and spectrum issues for over 1 m EUR in total?</li> </ul>	<p>The candidate (<i>the consortium as a whole, in the case of an application from a consortium</i>) must have taken part as a leader or consortium partner in at least 1 project with a minimum budget of EUR 1,000,000 involving digitalisation of the broadcasting system which has been implemented in the past 3 years before the date of submission of applications.</p>

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11	Section 'Main object', paragraph 7 of the Contract Notice contains a high level description of the contract; however, this information does not provide clarity on the project scope of work. Could you please provide more details regarding the project scope of work or the specialism / capabilities required for this opportunity?	<p>This Service Tender will cover acquiring assistance for preparing the institutional and legal frameworks as well as implementing the media campaign for the television digital switchover in the Republic of Serbia.</p> <p>The technical assistance should assist the Ministry of Telecommunications and Information Society to set up the adequate organisational structure and planning of the digital switchover process. This would also include assistance in the revision of the legal framework for the introduction of digital technologies in Serbia.</p> <p>More details on the project scope and the experts' requirements will be provided in the Terms of Reference that will be sent out in September only to the shortlisted companies.</p>
12	Can you please clarify who is the beneficiary of the contract? We were not able to identify this information in the contract notice.	As stated under section 7 "Contract description" the beneficiary is the Ministry of Telecommunications and Information Society.