



Belgrade, 15.07.2014.  
Ref:

**CONTRACTING AUTHORITY'S CLARIFICATIONS No. 1**

**AUDIO-VISUAL SERIES ON EU IN SERBIA**

**Publication ref.: EuropeAid/135897/DH/SER/RS**

No	Question	Answer
1.	<p>I am writing you on behalf of production house, related to tender documentation for the "Audio visual series on EU in Serbia", Publication reference 135897.</p> <p>Please advise on details of the tender documentation. I would like to download exactly the right application form and all documentation needed.</p> <p>On the following link <a href="http://ec.europa.eu/europeaid/prag/annexes.do?group=B">http://ec.europa.eu/europeaid/prag/annexes.do?group=B</a> I have found this application in attach.</p> <p>Please let me know if it is valid application form for this tender?</p> <p>Do I need to download more documents and which ones to be in line with the tender application requests ?</p> <p> e3b_applicform_en.d oc</p>	<p>As indicated in the Service Contract Notice, Article 24, 'Application format and details to be provided', <i>"Applications must be submitted using the standard application form, the format and instructions of which must be strictly observed. The application form is available from the following Internet address: <a href="http://ec.europa.eu/europeaid/prag/annexes.do?group=B">http://ec.europa.eu/europeaid/prag/annexes.do?group=B</a>.</i></p> <p><i>Any additional documentation (brochure, letter, etc) sent with an application will not be taken into consideration."</i></p> <p>The above-indicated Internet address lists a number of documents related to Services contact procedures; of them, item B3 is the 'Standard application form' that shall be submitted by applicants, in the context of this procedure.</p> <p>Clearly, the 'Grant Application form' you have attached is not the correct form.</p> <p>The last paragraph of the above-cited Article 24 of the Service Contract Notice clearly reads that no additional documentation will be taken into consideration, therefore no additional documents are needed for the purpose of making an application.</p>

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No	Question	Answer
2.	<p>We have a consortium of three organizations experienced in relevant fields but are not certain whether the eligibility criteria regarding annual turnover. Should that apply only to the leading partner or the entire consortium as a whole (combined turnover)? Our assumption is that the leading partner should solemnly meet the criteria and present the required capacity.</p>	<p>The Contract Notice, Article 21, Selection criteria, clearly reads that <i>"The following selection criteria will be applied to candidates. In the case of applications submitted by a consortium, these selection criteria will be applied to the consortium as a whole."</i></p> <p>Therefore, the requirements for average annual turnover, as specified under Article 21.1)a), apply to the consortium as a whole, and not just to the leading partner.</p>

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