

CLARIFICATIONS

1	With reference to the Italian version of the announcement of selection, it is highlighted that in case of R.T.I., Annexes 4 and 5 as in lett. b4), b5) and b6) of art. 7 shall be produced by each member of the consortium. It being understood that as in point 6.A.3. of the ToRs in English, to which the announcement makes express reference, the technical capacity requirements refer to the R.T.I. as a whole.
2	With reference to the Italian version of the announcement of selection, it is highlighted that as regards the terms for submitting the tenders as in art. 4, in accordance with art. 5 of the ToRs in English, to which the announcement of selection makes express reference, tenders may be received via both recorded mail or via courier or by hand delivery, provided that the term indicated therein is peremptory.

QUESTIONS

	Questions	Answers
1	May one subject apply for both tenders published on 14 March 2014, on drafting the Italy-Croatia Cross-border Cooperation Programme 2014-2020 and on ex ante evaluation and strategic environmental evaluation of the OP Italy-Croatia 2014-2020?	No hindrance exists which prevents one subject to apply for both tenders.
2	With reference to point 6.B.1 of the Terms of reference: <i>“On penalty of disqualification, the Technical Offer must be provided in Italian, English and in Croatian language”</i> , we ask to confirm that the technical offer must be submitted in each of the three languages (Italian, English and Croatian).	As in point 6.B.1. of the ToRs, the technical offer must be submitted in Italian, English and Croatian, on penalty of disqualification.
3	What is the language to be used for the key experts’ CVs envisaged by the tenders published?	CVs are an integral part of the technical offer and must be submitted in Italian, English and Croatian.
4	Must the documentation to be incorporated in Envelope A – when the tenderer is registered in Italy – be submitted in Italian? And what about the economic offer?	Yes
5	With reference to the administrative documentation to be submitted (statements), we ask to confirm that it has to be produced in Italian only.	For tenderers registered in Italy, all documentation as in Envelope A must be submitted in Italian.
6	In the case of R.T.I. to be constituted, is the application for participation to be filled in only by the leader (of course, undersigned also by the other companies forming the R.T.I.) or is this not enough? The Annex seems to suggest this hypothesis (only one company’s details fit in) but we would like to make sure of it. In this regard, the tender requires for R.T.I. to be constituted that the application for participation incorporates “the express commitment of all partners, in case of award,	No standard model of application of participation exists; the latter may be freely set by the tenderer. It being understood that in case of R.T.I. the application shall be undersigned by the legal representative of the leader of the already established R.T.I., or by the legal representatives of all members of the consortium in case of R.T.I. to be constituted. In this latter case, the application shall also include the express commitment of all members, in case of award, to establish a temporary association – under explicit indication of the leader – in

	to constitute a temporary association". Because Annex 2 cannot be modified, we were thinking of attaching the aforementioned statement undersigned by the companies forming the R.T.I.: is this a correct procedure?	compliance with regulation as in art. 37 of legislative decree 163/2006; on the contrary, in case of already established R.T.I. a copy of the certificate of incorporation of the Consortium drafted according to the terms and conditions as in art. 37 of legislative decree 163/2006 shall be annexed to the application. Annex 6 – concerning the information about the applicant – shall be submitted by each member in case of R.T.I..
7	With reference to "6.A.4.3 - the tenderer completed successfully at least one contract covering the field related to this contract in the years 2006 – 2013". Given that our company was established in 2007, we would like to ask whether Structural Fund evaluation services are to be considered as valid for admission, even if not necessarily ex-ante or SEA. Or whether ex-ante and SEA evaluation services embarked on 2013 and not yet concluded are to be considered as valid.	Structural Fund evaluation services concluded by 2013, will be accepted even when not necessarily ex-ante or SEA.
8	All products/reports are to be produced only in English for contract purposes	According to the ToRs, all documents produced during the implementation of the contract are to be drafted in English.
9	How can I apply to job selection under the programme "Cross-border Cooperation Programme Italy-Croatia 2014-2020 " regarding the position of external expertise for performing an ex ante evaluation and the strategic environmental assessment?	As indicated in the Annex 1 of the ToRs, point "6.A.1 Eligibility requirements" that the participation in the selection is open to legal persons established in: a) a Member State of the European Union; b) a Member State of the European Economic Area; c) an official candidate country or potential candidate that is a beneficiary of the Instrument for Pre-Accession Assistance.
10	With reference to the exclusion criteria for participating in the tender, in addition to Annex II fully compiled, tenderers NOT REGISTERED IN ITALY must submit: 1) Documentary proof or statements showing that the company is not in any of the exclusion situations for participating in public tenders. 2) Statements stating that the situations described in these documents (point 1 above) have not changed since then.	Yes, according to art. 6.A.6 of the ToRs
11	In the case of a newly-formed R.T.I., are the original documents to be submitted? If yes, may we send them via electronic certified mail in alternative?	In case of R.T.I., all statements shall be undersigned in original copy and shall be received according to the terms as in the ToRs and as specified in Clarification sub N° 2.
12	Should the administrative documents that will	Yes, if the tenderer is registered in Italy; if it is

	be contained in Envelope A be in Italian?	not registered in Italy, a sworn translation into Italian is required with regard to point 6.A.4.3 only.
13	Is there a template for the financial offer? If not, should it be detailed or may we indicate only the final price?	An ad-hoc template is not envisaged. The economic offer shall be submitted in the observance of art. 6.C of the ToRs
14	The first sentence of page 12 of the ToRs (Annex 1) states “In the case of the Documentary proof or Statements required under bullet point 6.A.4.3, if the company/companies concerned is/are not registered in Italy, a sworn translation in Italian is required”. In bullet point 6.A.4.3 of the ToRs entitled “Technical capacity of the tenderer”, no documentary proof or statements are required. Can you please tell us if it is a mistake ?	This is no mistake; with reference to point 6.A.4.3 only, the tenderer not registered in Italy shall produce Annex 5 together with the related sworn translation.
15	The technical offer must be submitted in three languages, Croatian, Italian and English; which one of the three is to be considered valid in case of discrepancy?	Italian for all subjects registered in Italy; English in all other cases

The Head of Procedure

(Lucia Santuccione)