

# REPORT OF THE PRIOR INFORMATION MEETING RELATED TO FRAMEWORK CONTRACT for the provision of CONSULTANCY SERVICES TO SUPPORT loan and grant financed projects

Tuesday, 12<sup>th</sup> of July 2022 (via Zoom VC)

Presentation of the Council of Europe Development Bank (CEB) and its staff, and explanation of the need expressed in TED EU Notice.

N°	Question	CEB Answer
1	Will all pre-selected consortia under the framework be invited for all request? Or will you pre-select consortia for each request?	Yes, all pre-selected consortia will be invited for all requests.
2	What was the reason to request the entire sectoral portfolio of expertise from a single consortium rather than splitting the tender into different lots, for different sectors each, please?	The current vision of the CEB is to work with one single lot to cover all areas of expertise. Forming one single lot, will allow the CEB to have its portfolio covered under a single umbrella, one company could deal with all requests.
3	How mini will be the competitions? How many consortia will be selected?	The CEB intention is to select between 3-5 consortia, all of them will be invited to the mini-competitions. Example: If there is need on a project on prisons in Moldova, all the consortia will be invited to submit a proposal.
4	What is the total budget foreseen for the Framework Agreement and the duration?	The initial duration is for three years, with extension for additional three years, one year by one year. The budget is not yet fully decided. The regular budget spent by CEB for consultancy contracts for projects (outside InvestEU) is approximately 600k euros per year. For the InvestEU projects – the negotiations are ongoing with the EU Commission on the budget. The Advisory HUB financing is available for all the partners – 430 million euros of which 75% available for IFIs.
5	The area of expertise requested for this call for tender is quite broad, will tenderers be required to show that they can cover all topic areas internally? If yes, what kind of proof will be requested, CVs, references or both?	For the this call for tenders, the CEB will ask for experience or references. The CV's will be requested later; in the first phase, we request examples of CV's on how the expertise is recruited, what is your strategy.
6	How many consortia will be selected from the open tender?	The CEB intention is to select between 3 -5 Consortia.

7	Can the consortium include Non-EU companies?	Yes. The CEB has an open selection requirement for this. The only limitation is the EU sanction list. At the moment, please bear in mind the sanctions on Russia.
8	You said the projects are meant to be implemented in EU countries. Then, references as well, will have to be in EU countries only?	The projects are to be implemented in EU countries when they are financed by InvestEU and the references will not have to be only in EU countries, for example, the references for a work executed in the Republic of Turkiye can be used as a valid expertise.
9	Will you also expect a geographical coverage of the consortia (nationality of organisations, languages)?	This is not yet decided but most probably this is not a mandatory requirement. For sure, the more expertise and languages the Tenderers are presenting the better it is. The evaluation will be based on the strategy that the Tenderers will propose.
10	Will be an open tender? or a restricted procedure where some consortia will be invited based to show a previous reference in the technical areas listed in the presentation?	The procedure is an Open tender with only one stage.
11	What will be the usual sizes of individual call-offs and the corresponding qualification requirements on individual project references, please? Assuming the reference requirements will derive from the call-off assumptions and not from the entire FWC	It is the specific assignment that will be driving the CEB criteria. Example of the typical assignments at the CEB: 100 days of engineering expert of an infrastructure project in one Eastern European country. In the Call-off tenders there may be others areas: microfinance, support for cost-benefit analysis; sustainability proofing. For that reasons the CEB can not tell at the moment how the Terms of Reference will look for all these specific assignments.
12	How much approximately do you expect, will be spent in EU countries, in terms of volume?	This is to be established. Official approval of InvestEU agreement is to be obtained.
13	What are your plans about the inclusion of mobility projects in the framework of CEB funds?	If by mobility projects the understanding is “roads” it must be specified that is not the bigger area of investment of the CEB. The CEB invest in sectors like housing, health, environmental infrastructure etc. Some projects were done in Albania, Turkiye etc.
14	What will be the average number of call-offs expected to be awarded to a single empaneled operator per year? Will there be some annual turnover requirement from the consortia and/or individual consortium members, and will it derive from this volume of call-offs per operator, or from the entire expected size of the FWC?	This depends on the needs. One of the characteristics of the CEB is the flexibility and the adaptability to the circumstances.  There will be a requirement for a turnover. The CEB wants to sign contracts with companies/consortia that are in a financially healthy situation.  The needs for services are changing rapidly and may be different in the next years.
15	What will be the maximum cap on the number of references to be presented and from what period?	This is under reflection. Suggestions are more than welcome. There will be a cap for sure and the references must be relatively recent. This will be part of the documentation that will be included in the Tender Dossier.

16	Will it be possible to submit support letters from non-consortium members? Will they be taken into consideration when scoring the applicant's experience?	The CEB is asking for consortium members to show in which projects they have participated. If the Tenderers have the support from another company or institution with which they have collaborated, this can be considered as an experience. One of the objectives that we aim to achieve by implementing this FWC, is to be very reactive. The call-off phase takes place after the CEB have received the assignment and a response from the Consortia will be expected expeditiously.
17	Will subcontracting be allowed? How will it be taken into account in terms of references etc.	Yes – subcontracting will be allowed. This is part of the strategy which the CEB aims to find in the Tenderer's proposals – it will be required to explain how you intend to implement projects in some areas that are not exactly those in which you have usually been working.
18	Once awarded to the 3-6 consortia, how much time will have the contractors since they receive the call off until the offer submission?	This will be decided. Normally, 10 working days shall be enough. This is about the CV submission+ financial offer. The CEB intention is to have three profiles in the open tender where the bidders can put forward the maximum fee and later on, the price will be established per call-off.
19	Will be requested In-house technical expertise from the consortium partners or this can be supplied by freelance experts of our rosters?	Yes, freelance experts can be used.
20	What type of business cases / cases studies, if any, will be presented for the tenderers to solve / propose approach for?	We do not have yet examples of it. CEB's intention is to ask the Tenderers to show the expertise in a number of areas of expertise and how you have deployed it.
21	The CVs will need to be submitted in EU format?	The CVs can be submitted in different formats not only EU format. The CVs will be limited to a maximum number of pages.
22	And for the experts, it is also only the awarded consortium that would need to provide working certificates, diploma, etc. from the experts?	Yes, this is only for the awarded consortium to submit detailed evidence of the qualification and expertise.
23	A part of the past references what would be requested in the bid for the FWC Agreement (ie. explanation of roster or database? etc)	The Tenderers will be invited to submit examples of CVs of the expert that they have deployed or they can deploy in certain sectors/ areas.
24	Is there a cap on the number of experts? Also, number of experts' sector wise?	No, the importance is to cover all the areas of expertise but we are not asking for the roster list, nor how many experts the companies have per area.
25	Can an expert be proposed by multiple consortia? Or should an expert be exclusive to the bidding consortium?	At the stage of the FWC there is no need to look into this. There is no selection of the experts in the call for tenders' phase.
26	Will the evaluation of the references a Yes/No compliance criteria? or some score will be given to the references?	The specifications are still to be finalised.
27	The EU "nature" of the Bank means that PRAG conditions and expertise/familiarity will be more considered than others for experts and consultancies?	No, the CEB is not an EU body or agency, the PRAG conditions are not applied, but it is as valid as any other IFIs, EIB, EBRD or EU agencies.