



The Ministry of Finance

The Directorate for Finance and Contracting of the EU Assistance Funds

CONTRACTING AUTHORITY'S CLARIFICATIONS No. 1

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Subject: Cooperation between the Employment Agency of Montenegro and Social Work Centres

Q/R1	<p>In this Contract Notice, please note that "project" has to be read as "contract".</p>
Q2	<p>Second point in the scope of services: "efficient institutional operating and inter-institutional cooperation established by the creation of a detailed draft agreement between the Employment Agency of Montenegro (EAM) branch offices and social work centres".</p> <p>In the first point of the scope of services there is an AS-IS analysis. Based on this and possibly taking into account some best practices and utilizing optimization opportunities one could think of a target cooperation model. The second point of the scope of services mentions preparing draft agreement between Employment Agency of Montenegro (EAM) branch offices and social work centres – what should it be based on? Current legal / organizational structures and legal frameworks in force (that may limit the optimization opportunities) or target cooperation model, going beyond current legal/organizational frameworks?</p>
R2	<p>The questions refer to the outcomes of the future contract and their articulation that the future invited tenderer will have to address in its rationale and strategy (Organisation & Methodology) to be provided at the next stage of the tendering process.</p> <p>Any interpretation matters would be based on future ToRs and related O&M proposed by potential tenderer at the next stage.</p>



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Q3	<p>Third point of the scope of services: “employability and social integration enhanced by providing support to potential grant beneficiaries and improving skills of EAM and SWC staff on how to work with people with disabilities and the RE population”</p> <p>What kind of support “to potential grant beneficiaries” should be considered? This will also depend on the definition of a “grant” and “grant beneficiaries”.</p>
R3	<p>Refer to the glossary annex "a1a_glossary_en.doc " available at the following website: ec.europa.eu/europeaid/prag/document.do as well as to the annual work plan of the Operational Programme “Human Resources Development 2012-2013” published on the following websites: http://www.mif.gov.me/en/sections/CFCU_Tenders?alphabet=lat and http://ec.europa.eu/europeaid/funding/funding-instruments-programming/annual-work-programmes en.</p>
Q4A	<p>Set 3 in the fields of expertise: “training needs assessment of national authorities working with persons with disabilities and the RE population; design and delivery of training related to social inclusion”.</p> <p>Does training assessment of national authorities include only the “state / government” level? Usually there are several levels of such authorities – including government, region, municipal / local levels. Perhaps “national” can be understood here as a “public” and therefore including all the levels of authorities that actually work with persons with disabilities / RE population?</p>
R4A	<p>In this context "national" refers to all levels of authorities: central government, regional, municipal/local level.</p>



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Q4B	<p>Is it required that both “persons with disabilities” and “RE population” are concerned, or is it enough to prove the expertise in regard to any one of these groups? (re training needs assessment for national authorities). If both are to be concerned – does it need to be within one project including both groups?</p>
R4B	<p>See the Corrigendum No1.</p>
Q5	<p>Technical capacity of candidate, criteria for legal and natural persons: “the candidate has provided services under at least 1 contract with a minimum budget of 350 000 EUR in the required fields of expertise”.</p> <p>Does the value (350 000 EUR) refer to a contract value (with a consultant) or a project value (where there could be other parties involved)? How this would be linked with another requirement “For each project mentioned above the proportion carried out by the candidate must be at least 30 % of the total project value, presented as experience.”?</p> <p>Does it mean: at least 1 contract/project with a minimum budget of 350 000 EUR + possible additional contracts/projects with required services, but not necessarily of that value?</p>
R5	<p>The references taken into account under section 6 of the application form are those which are carried out by the legal entity or entities making [an] application.</p> <p>For each reference, the parameters to be taken into account for the selection of the candidates when screening the technical capacity criteria are:</p> <ul style="list-style-type: none">• Name of legal entity• Overall contract value (EUR)• Proportion carried out by legal entity (%)• Type and scope of services provided by this legal entity