

Minutes of the Pre-proposal Conference RfP15/01160:

COOPERATION AND ORGANIZATIONAL DEVELOPMENT SUPPORT FOR BUSINESS ASSOCIATIONS ON BOTH BANKS OF THE NISTRU RIVER

23 November 2015, 11:00

Le Roi Conference room # 305

Agenda:

- I. Presentation and description of procedures
- II. Questions and answers

I. Presentation and description of procedures

The Pre-proposal conference was opened by Victor Dragutan, Business Development Project Manager, SCBM Programme, who welcomed the participants and made a presentation of the scope of the project, emphasizing its main objectives, and went through the requirements as indicated in the RfP document. He also pointed out some of the important aspects like expectations, the selection criteria, rules and regulations to be applied in the process of evaluation. Mr. Dragutan drew special attention to the fact that proposals shall be submitted in time, to the special address or e-mail set in RfP document, shall include all the documents required to establish eligibility of a company and shall meet all the requirements indicated in RfP document.

II. Questions and Answers

Question 1: Where should the study visits be organized? Who should participate? Who will pay?

Answer: As mentioned in RfP document, 2 (two) study visits should be organized, which should be budgeted for 12 participants for 4 working days (per each visit) in EU countries. It is important that offers include the tentative agendas and argumentation of the visits' relevance and usefulness.

Question 2: Are there any rules of selection of those 12 participants to participate in the study visits? Can participants of beneficiary companies be invited?

Answer: The offeror is expected to propose the criteria for the selection of participants, but representatives of the 10 main beneficiary BAs should have priority. The expenses related to the accompanying staff should be budgeted separately.

Question 3: Can the tentative agendas of the study visits be attached to the main technical proposal?

Answer: The study visit agenda can be attached to the offer.

Question 4: Who will be the 10 beneficiary Business Associations?

Answer: As mentioned in the RfP, the 10 beneficiary BAs should include 5 (five) companies from the left side

of the Nistru river and 5 (five) companies from the right side of Nistru river.

Question 5: How many grants will be offered?

Answer: There will be 10 grants per \$5000 each, offered to the 10 beneficiary BAs for the implementation of activities within the framework of the Organizational Development Plans. Additionally, there will be 3 grants of \$3000 each for the strongest partnerships of 2 (two) companies from both sides of the Nistru river, for the implementation of joint activities.

Question 7: How many experts can be involved in the project? National or international experts?

Answer: The offeror decides on the number of experts to be involved in the process of implementation of activities, motivating this in the technical proposal.

Question 8: What is the logic of activities organization? Should the elaboration of methodology be followed by trainings and then by study visits?

Answer: The offeror is expected to present their own vision in this regard, and present it correspondingly.

Question 9: Could a company from Romania participate?

Answer: Yes. Any company, which meet the minimum requirements, can participate. According to point 1.3 of the Technical Proposal Evaluation Form 1, stipulated in RfP document, a consortium of an international company with organizations from both banks of Nistru River will receive 50 points. An international company can also decide to participate alone, without a consortium – in this case, it will not be eligible for the respective 50 points during the evaluation process.