

Answers to questions regarding call for tenders

Subject: *Final Evaluation AHEAD Bangladesh*

Project: *AHEAD Bangladesh*

Q1: We are wondering if we can submit as a team of 3 physical experts or shall we apply towards a Service Provider (SP) or an NGO?

You can apply either as a registered service provider/company or as an independent consultant. If you apply as an independent consultant, you will need to designate a lead consultant who will subcontract the work to the other consultants.

Q2: : If we apply as three individual experts, will EPD be able to pay us directly on our three respective bank accounts according to the percentage that we will decide for each of us ? Or is it better to find a service provider to take charge of the procurement & finance aspects of the mission ?

- Invoicing and payment depend entirely on the contractual arrangement. If we were to conclude three separate contracts with the three experts, we would be able to pay each expert individually upon receipt of their respective invoice.
- However, if we conclude a single contract with a team of experts, the team must have a legal entity that can act as the contractual party. In that case, we would make a single payment to that contractual entity, which would issue the invoice and then be responsible for distributing the payments among the experts.
- If the three experts do not have a joint legal entity, you may wish to appoint an intermediary with whom we could conclude the contract. That intermediary would then be responsible for distributing the payments among the experts.
- For the procurement procedure, it is important that the proposal also be submitted by that intermediary, so that all the procurement documents remain consistent.

Q3 : Did activities in the project include the Chittagong Hill Tracts, knowing the sensitivity of those three districts ?

The project didn't have specific actions in CHT. But it has 2 partners at the national/ regional levels covering CHT.

Q4 : Please, clarify if the budget of EUR 26,500 for this evaluation includes all travel, per diem and local expenditures (car hire etc).

We confirm that the budget should be inclusive of all costs, including travel and local/logistic expenditures.