**FREQUENTLY ASKED QUESTIONS**

**Contract notice: OJEU 2015/S 114-205916**

**Invitation to tender No. ENER/C1/2014-668 concerning**

***Study on the impact assessment for a new Directive***

***mainstreaming deployment of renewable energy***

***and ensuring that the EU meets its 2030 renewable energy target***

**Time-limit for receipt of tenders: 23/07/2015**

**Last update 24/06/2015**

**Question 1.** As stated in the Tender Specifications document (paragraph 2.6 financial offer):

1.1 **Quoted prices must exclude VAT; the amount can be shown separately.**

Can you confirm that consequently all budgeted/accepted expenses are only eligible for refund exclusive of the VAT share? Thus, paid VAT amounts e.g. for travel expenses need to be covered by the Tenderer?

1.2 **Travel and subsistence expenses are not refundable separately.**

Does this mean all travel/subsistence expenses (daily allowance, accommodation, means of transportation) are refundable solely within the proposed budget? E.g. expenses for external attendees participating in a workshop need to be included in the Tenderers budget and will not be reimbursed in addition to the Tenderers budget?

**Answer 1.** 1.1 As a rule, transactions with the EU are exempted from VAT, based on the Protocol of Privileges and Immunities of the European Union, Article 3.The method to apply the exemption, vary by a Member State, from direct exemption (VAT not to be paid at all) to the return of the paid VAT by the at a later stage.

This means, that the contract is not to be taxed with VAT. Correspondingly, the budget has to be indicated as VAT-excluded.

1.2 This indeed means that all travel/subsistence expenses (daily allowances, accommodation costs, cost of transport), as well as the expenses for external attendees participating in a workshop need to be included in the tenderer's budget – the financial offer - and are refundable **within** the proposed budget, as **a part of the grand total offer.**