

## FREQUENTLY ASKED QUESTIONS

INVITATION TO TENDER NO. ENER D3/353-2015

### **Evaluation of national actions regarding the transposition of Council Directive 2013/59/Euratom's requirements in the emergency preparedness sector**

**Contract notice: O JEU 2015/S 120-218761 of 25/06/2015**

Last update: 21.07.15

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#### **Question 1:**

Are all the costs associated with conducting the seminar exclusively borne by the contractor, e.g., travel expenses (ticket, taxi, bus, train), accommodation, subsistence allowance. If yes, then who are responsible of booking arrangement of the respective trip to the workshop, i.e., Is it expected that the contractor make all the booking and pay for it?

#### **Answer 1:**

As specified in article 3.5 of the call for tenders, the contractor is responsible for booking and paying travel expenses (flight tickets) and accommodation for the workshop participants.

#### **Question 2:**

In which country will the workshop going to be held and who is responsible for booking and paying all expenses that are related to the venue for the workshop, e.g., is the contractor or the EU Commission arranges and pays for the conference room?

#### **Answer 2:**

The workshop should be held either in Luxembourg or Brussels. The contractor arranges and pays the costs of the conference room.

#### **Question 3:**

Are there any input data and relevant, useful references available that can be obtained by the EU Commission in order to be utilized in this assignment, i.e., analyses that show the distinction between the previous and present directive (the latest directive compared to the previous directive, the gap?

#### **Answer 3:**

This should be discussed at the project kick-off meeting between the Commission and the contractor.

**Question 4:**

Is there any possibility to obtain a letter from EU Commission that can be used as a reference in order to collect input data/information from those EU countries that are subjected to the current evaluation, i.e., in order to obtain more effectively the necessary input data to the task from respective EU country?

**Answer 4:**

Yes, a study cover letter by the Commission will be made available. Text should be discussed at the kick-off meeting.

**Question 5:**

Are there any legal obligations that are stated in any reference/directive in order for the EU countries to respond and serve a contractor's questionnaire as part of this assignments?

**Answer 5:**

No, there is no actual legal obligation for the Member States to respond. Responding is motivated by a common benefit and access to the workshop and the final results of the study.

**Question 6**

Is it expected that the selection of the Member States will be made by the contractor or will the selection be made by EU Commission?

**Answer 6:**

Referring to Article 3.3. paragraph 2, the contractor will select the Member States.

**Question 7:**

Regarding the "Finalization of the implementation guidelines based on the workshop discussions and identification of issues..." that is mentioned in task 3.3, is it expected that the contractor will formulate and develop the guidelines?

**Answer 7:**

Yes, based on the project outcome and feedback discussions during the workshop. The contractor should include these guidelines in the project final report.