



Republic of Serbia
MINISTRY OF FINANCE
Department for Contracting and Financing of EU Funded Programmes (CFCU)

Belgrade, 13th September 2019

CONTRACTING AUTHORITY'S CLARIFICATIONS No. 2

1st Call for proposals: **Cross-border Programme Serbia – North Macedonia 2016-2020 under the Instrument of Pre-accession Assistance (IPA II), allocations 2016 and 2017**

EuropeAid/165171/ID/MULTI

No.	Question	Answer
1.	<p>Molim Vas da mi odgovorite na sledeca pitanja:</p> <p>a) Da li partneri na projektu mogu da budu 2 javne ustanove i 1 udruzenje?</p> <p>b) Da li uposlenici ustanove mogu da budu placeni za odredjeni strucni posao na projektu i na koji nacin?</p> <p>c) Koliko clanova projektnog tima moze da sadrzi jedna aplikacija?</p> <p><i>Unofficial translation</i></p> <p><i>Please answer the following questions:</i></p> <p><i>a) Can project partners be 2 public institutions and 1 association?</i></p> <p><i>b) Can the institution's employees be paid for a specific professional job on the project and how?</i></p> <p><i>c) How many project team members can an application contain?</i></p>	<p>a) In line with the GfA, Section 2.2.4 Further information on concept notes, to ensure equal treatment of applicants, the contracting authority cannot give a prior opinion on the eligibility of lead applicants, co-applicants, affiliated entity(ies), an action or specific activities.</p> <p>Relevant information related to the eligibility of applicants is provided in Section 2.1.1. Eligibility of Applicants (i.e. applicants and co-applicant(s)) of Guidelines for Applicants.</p> <p>b) Please refer to the information provided in the GfA, under Section 2.1.5 Eligibility of costs: costs that can be included:</p> <p><u>“Eligible direct costs</u></p> <p>To be eligible under this call for proposals, costs must comply with the provisions of Article 14 of the general conditions to the standard grant contract (see Annex G of the guidelines).</p> <p>Salary costs of the personnel of national, regional or local administrations, as well as those of other publicly owned or controlled institutions or enterprises, may be eligible to the extent that they relate to the cost of activities which the relevant</p>

		<p>public authority would not carry out if the action were not undertaken.</p> <p>This personnel shall not receive for the engagement in the project activities any other remuneration than their standard, regular salaries in their respective institutions.</p> <p>The total sum of the salaries of this personnel shall not exceed the amount of co-financing provided by the applicant, co-applicant(s) and affiliated entity(ies).”</p> <p>c) The number of the project team members is not defined by the Guidelines for Applicants.</p> <p>In order to complete all project activities efficiently and effectively after the signature of the contract, the Beneficiary(ies) are responsible for setting up an efficient and reliable management and coordination team that can handle all the administration of the project.</p> <p>According to the Guidelines for Applicants, Section 2.1.1. Eligibility of Applicants (i.e. applicants and co-applicant(s)), “...in order to be eligible for a grant, the lead applicant must ...be directly responsible for the preparation and management of the action with the co-applicant(s) and affiliated entity(ies), not acting as an intermediary”.</p>
2.	<p>Is Foundation eligible to be apply for the Cross Border cooperation call with North Macedonia?</p> <p>Please find here specific details:</p> <p>Назив : "Траг фондација" Облик организовања: Фондација Матични број: 17522663 Статус: Активан Датум оснивања: 20.1.2004 Датум доношења статута / последњих измена и допуна: 3.6.2013 Време трајања: Неопређено ПИБ: 103208903 Шифра делатности задужбине/фондације: 9499</p>	<p>Please refer to the Answer No.1a)</p>

	<p>Опис делатности задужбине/фондације: Делатност осталих организација на бази учлањења Шифра привредне делатности : 7490 Опис привредне делатности: Остале стручне, научне и техничке делатности Циљеви Врста Опис Остало Помаже изградњи активних и стабилних локалних заједница обезбеђивањем помоћи локалним групама, удружењима и другим организацијама цивилног друштва, које настоје да побољшају квалитет живота грађана/ки у локалним срединама. Ојачавање заједнице, подржавајући иницијативе грађана/ки које потичу од локалне заједнице и усмерене су ка стварању праведнијег друштва; Да подржавају грађански активизам и развој духа толеранције, солидарности и сарадње у заједници и међу заједницама; Да промовишу филантропију и културу давања у Србији, на локалном и националном нивоу.</p>	
3.	<p>Imam pitanja:</p> <p>a) Koliko članova projektnog tima može da sadrži aplikacija?</p> <p>b) Da li za obe strane može da se predvidi ekspert za javne nabavke?</p> <p><i>Unofficial translation</i></p> <p>a) How many project team members can an application contain?</p> <p>b) Can a procurement expert be envisaged for both parties?</p>	<p>a) The number of project team members is not defined by the GfA. Please refer to the Answer No. 1c).</p> <p>b) According to the GfA Section 2.1.4. Eligible actions: actions for which an application may be made, "actions selected under this cross-border cooperation programme shall deliver clear cross-border impacts and benefits, that is, they must:...</p> <ul style="list-style-type: none"> – foresee cooperation of the cross-border applicant and co-applicant(s) in either: <ul style="list-style-type: none"> ▪ <u>joint staffing</u>: staff on both sides of the border act as one project team (e.g. some staffers carry out their duties for all entities in the partnership: procurement, financial management, overall coordination, training planning, etc.); or ▪ <u>joint financing</u>: activities are financed by the applicant's and co-applicant(s)'s own budget; ▪ or <u>both joint staffing and financing</u>."

<p>4.</p>	<p>Obraćamo vam se ispred Udruženja korisnika asistivnih tehnologija iz Beograda. Mi smo ove godine realizovali projekat na republičkom nivou gde smo svima slepim i slabovidim licima obezbedili licence za sintezu govora za Android OS koju je razvilo preduzeće iz Novog Sada. Sada su nas kontaktirala udruženja iz Makedonije koja bi implementiraju isti taj projekat u svojoj zemlji.</p> <p>Zbog toga imamo dva pitanja u vezi IPA programa prekogranične saradnje Srbija-Severna Makedonija:</p> <p>a) S obzirom da se predložene aktivnosti moraju realizovati u Jablaničkom i Pčinjskom okrugu po pravilima poziva, zanima nas da li mi kao udruženje čije je sedište u Beogradu, ali deluje na republičkom nivou, možemo biti nosioci? Plan je da mi vodimo projekat a da imamo i partnere u vidu ogranaka Saveza slepih u navedenim okruzima i organizaciju koja će zastupati slepa i slabovida lica u Severnoj Makedoniji.</p> <p>b) Projektom je predviđena nabavka licence sinteze za makedonski jezik za Android i Windows platformu od strane MSP koji se bavi razvojem sinteze govora za makedonski jezik. Da li takva vrsta predviđenog budžetskog troška spada u eligible?</p> <p><i>Unofficial translation</i></p> <p><i>We are writing to you in front of the Assistive Technology Users Association from Belgrade. This year we have implemented a project at the national level where we have provided blind and partially sighted persons with licenses for speech synthesis for Android OS developed by a company from Novi Sad.</i></p> <p><i>Associations from Macedonia have now contacted us to implement the same project in their own country.</i></p> <p><i>Therefore, we have two questions regarding the Serbia-North Macedonia IPA Cross-border Cooperation Program:</i></p>	<p>a) In line with the Guidelines for Applicants, Section 2.2.4 Further information on concept notes, to ensure equal treatment of applicants, the contracting authority cannot give a prior opinion on the eligibility of lead applicants, co-applicants, affiliated entity(ies), an action or specific activities.</p> <p>Please see the following information under the Section 2.1.1 of the GfA:</p> <p>“Lead applicant (...) the lead applicant must be established in either Serbia or North Macedonia.</p> <p>The lead applicant must act with co-applicant(s) as specified hereafter.</p> <p>Co-applicant(s) The lead applicant must act with at least one co-applicant as specified hereafter.</p> <p>If the lead applicant is established in the Serbia at least one co-applicant must be established in the North Macedonia, and vice versa.</p> <p>At least one legal entity in the partnership (being the lead applicant or the co-applicant) must be effectively established or have an office in the programme eligible area of each participating country.</p> <p>The maximum number of co-applicants that could be involved in the action is 3.”</p> <p>b) The contracting authority cannot give a prior opinion on the eligibility of costs. Please refer to the GfA Section 2.1.5. Eligibility of costs: costs that can be included.</p>
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	<p>a) Given that the proposed activities must be implemented in the Jablanica and Pcinja districts according to the Call for proposal's rules, we are interested in whether we, as an association based in Belgrade but operating at the republican level, can be the lead applicant? The plan is for us to lead the project and to have partners in the form of branches of the Alliance of the Blind in these districts and an organization that will represent blind and partially sighted persons in Northern Macedonia.</p> <p>b) The project envisages the acquisition of a Macedonian language synthesis license for the Android and Windows platform by an MSA engaged in the development of speech synthesis for the Macedonian language. Is this kind of estimated budget cost eligible?</p>	
5.	<p>Da li mogu organizacione jedinice unutar Gradske uprave grada Vranja posebno da konkurišu sa partnerima iz Severne Makedonije predlogom projekta po različitim tematskim programima, tj. da li u tom slučaju mogu biti odabrani svi predlozi ili samo jedan?</p> <p><i>Unofficial translation</i></p> <p><i>Can organizational units within the City Administration of Vranje compete separately with partners from North Macedonia by proposing a project under different thematic priorities, ie. in that case, can all proposals be selected or only one?</i></p>	<p>Please refer to the Answers 1a) and 4a).</p> <p>According to the GfA, Section 2.1.4. Eligible actions: actions for which an application may be made</p> <p><u>“Number of applications and grants per applicants / affiliated entities</u></p> <p>The lead applicant may not submit more than 1 application(s) per specific objective under this call for proposals.</p> <p>The lead applicant may not be awarded more than 1 grant under this call for proposals.</p> <p>The lead applicant may not be a co-applicant or an affiliated entity in another application at the same time.</p> <p>A co-applicant/affiliated entity may not be the co-applicant or affiliated entity in more than 2 application(s) under this call for proposals.</p> <p>A co-applicant/affiliated entity may not be awarded more than 1 grant under this call for proposals.”</p>
6.	<p>I am kindly asking you for the following clarification:</p> <p>a) in the Evaluation grid, Section 1. Financial capacity, point 1.4 Does the Lead applicant have stable and sufficient source of funding? Does this mean that the organization should have continuous monthly funding, or that the previous year's revenue is in the amount of funding requested for the project?</p> <p>b) In what percentage of the total value of the project, it should be the funds for salaries of employees?</p>	<p>a) When evaluating the Financial capacity of the Lead applicant, the following criteria would be taken into consideration:</p> <ul style="list-style-type: none"> - Are the lead applicant's sources of funding sufficient and appropriate to ensure co-financing for the proposed project? - Is there assurance that there will be funding available to finalise the project before the final payment is received? - Is the amount foreseen for co-financing the action and for finalising activities sufficient

		<p>in comparison with the lead applicant's financial data for the previous years?</p> <p>b) Percentage limit for the costs of salaries of employees is not defined by GfA. Additionally, please refer to the answer 1b).</p>
7.	<p>Is the maximum number of partners allowed in the consortium (including the lead applicant AND co-applicants) total of three (3) or four (4) partners/applicants?</p> <p>Namely, we suppose that in the following sentence, the 3 co-applicants do not include the lead applicant meaning it is - one lead applicant plus maximum 3 co-applicants. Is that right?</p> <p>The maximum number of co-applicants that could be involved in the action is 3.</p>	<p>Number of partners is defined in GfA Section 2.1.1. Eligibility of applicants (i.e. lead applicant and co-applicant(s)):</p> <p>“The lead applicant must act with at least one co-applicant as specified hereafter. (...)The maximum number of co-applicants that could be involved in the action is 3.”</p> <p>The maximum number of partners is 4, including lead applicant and 3 co-applicants.</p>
8.	<p>Considering the Call for proposals with reference EuropeAid 165171/ID/MULTI, could you please answer the following question:</p> <p>Do the project partners (Lead applicant and co-applicants) have to have EuropeAid ID number? In the Grant application form this field is stated with N/A for the lead applicant, while for the co-applicants it should be fulfill. At the same time, the information in footnote is not according to the given explanation.</p>	<p>According to the GfA, Section 2.2 How to apply and procedures to follow, “information in PADOR will not be drawn upon in the present call”.</p> <p>As stated under footnote 5 of the Grant application form, EuropeAid ID should “be inserted if the organisation is registered in PADOR (Potential Applicant Data On-Line Registration).” The same applies for both lead applicant and co-applicants.</p>
9.	<p>I have some questions regarding the 1st Call of the Cross-Border IPA Fund for N. Macedonia and Serbia:</p> <p>(1) Can any of the positions (e.g. Project Manager) on the budget section, under 'Human Resources', be contracted out to an external consultancy company, or does each individual position have to be filled directly by someone employed by the implementer?</p> <p>(2) Is the 15% co-funding as well as the EU funding free from VAT tax on both the North Macedonia and Serbia side?</p> <p>(3) Are public officials allowed to be paid a salary (for example, plus 50% of regular salary) and/or daily per diems for engagements in the</p>	<p>(1) According to the GfA Section 2.1.5 Eligibility of costs: costs that can be included, to be eligible under this call for proposals, costs must comply with the provisions of Article 14 of the general conditions to the standard grant contract (see Annex G of the guidelines).</p> <p>According to the Article 10.1. of the general conditions to the standard grant contract, “If the implementation of the action requires the beneficiary(ies) to procure goods, works or services, it shall respect the contract-award rules and rules of nationality and origin set out in Annex IV of this contract.”</p> <p>As a general rule, tasks performed by consultants, experts and/or other service providers (e.g. accountants, lawyers, translators, external IT staff,</p>

<p>project activities, on both the North Macedonia and Serbia side?</p>	<p>etc...) are to be considered as resulting from implementation contracts (Article 10 of the general conditions to the standard grant contract). Consequently, beneficiaries must award these contracts in accordance with Annex IV. These costs are thus not considered as human resources (budget heading 1) but as other costs/services (notably budget heading 5 or 6).</p> <p>(2) The sum of national and EU co-financing is exempted from VAT in the Republic of Serbia. The amount of private co-financing is not exempt from VAT in the Republic of Serbia. The EU funded projects on the territory of the Republic of North Macedonia are exempted from VAT on the 100% of their amount (EU + Nat. contribution). The successful grant beneficiaries shall be instructed to correctly fill in the registration form of their project after the completion of the selection of actions procedure.</p> <p>(3) According to the GfA Section 2.1.5 Eligibility of costs: costs that can be included:</p> <p><u>“Eligible direct costs</u></p> <p>To be eligible under this call for proposals, costs must comply with the provisions of Article 14 of the general conditions to the standard grant contract (see Annex G of the guidelines).</p> <p>Salary costs of the personnel of national, regional or local administrations, as well as those of other publicly owned or controlled institutions or enterprises, may be eligible to the extent that they relate to the cost of activities which the relevant public authority would not carry out if the action were not undertaken.</p> <p>This personnel shall not receive for the engagement in the project activities any other remuneration than their standard, regular salaries in their respective institutions.”</p> <p>According to the Article 14.2. of the General conditions to the standard grant contract</p> <p>“a) the cost of staff assigned to the action, corresponding to actual gross salaries including social security charges and other remuneration-</p>
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		<p>related costs (excluding performance-based bonuses); salaries and costs shall not exceed those normally borne by the beneficiary(ies), unless it is justified by showing that it is essential to carry out the action;</p> <p>b) travel and subsistence costs for staff and other persons taking part in the action, provided they do not exceed those normally borne by the beneficiary(ies) according to its rules and regulations.”</p>
<p>10.</p>	<p>Regarding the Cross Border Programme Serbia - North Macedonia 2016 - 2020 call for proposals, we have the following question:</p> <p>In the guidelines for grant applicants, under point 2.1.1. "Eligibility of Applicants" of the GfA it is stated: “At least one legal entity in the partnership (being the lead applicant or the co-applicant) must be effectively established or have an office in the programme eligible area of each participating country.” Could you please explain this sentence in greater detail. Specifically, does this mean that at least one legal entity (either lead applicant or co-applicant) needs to be effectively established or have office in both eligible areas of N. Macedonia and Serbia, or does the entity need to be effectively established only in one programme eligible area?</p> <p>Another question: If our organization is established in North Macedonia in an area that is not specified in the programme eligible area, and our co-applicant is established in Serbia, in one of the programme eligible areas, in this case are we eligible to apply?</p>	<p>According to the Section 2.1.1 Eligibility of applicants (i.e. lead applicant and co-applicant(s))of the GfA:</p> <p>“At least one legal entity in the partnership (being the lead applicant or the co-applicant) must be effectively established or have an office in the programme eligible area of each participating country.”</p> <p>This means that at least one legal entity in the partnership (either lead applicant or co-applicant) has to be effectively established or have office in eligible areas of North Macedonia and at least one legal entity in the partnership (either lead applicant or co-applicant) has to be effectively established or have office in eligible areas of Serbia.</p>