



Republic of Serbia

MINISTRY OF FINANCE

Department for Contracting and Financing of EU Funded Programmes (CFCU)

Belgrade, January 15th, 2018

CONTRACTING AUTHORITY'S CLARIFICATIONS no. 1

1st Call for proposals: Serbia-Montenegro under the Instrument for Pre-accession Assistance (IPA II), allocations 2014 and 2015

EuropeAid/139073/ID/ACT/Multi

No.	Question	Answer
1.	<p>Molimo da nam odgovorite da li je, a vezano za Prvi poziv za dostavljanje predloga projekata iz oblasti 1.2 Zastita zivotne sredine, promovisanje prilagodjavanja i ublazavanja efekata klimatskih promena, sprecavanje rizika i upravljanje rizikom, referentnog broja EuropeAid/139073/ID/ACT/Multi, Republicki hidrometeoroloski zavod, ukoliko aplicira za navedeni projekat, u obavezi da sam pronade partnera iz navedenih programskih oblasti u Srbiji i ako nije ko je posrednik u pronalazenju partnera, tj. kojoj instituciji da se obratimo?</p> <p><u>Unofficial translation:</u> Please provide us the answer regarding the 1st CfP related to the 1.2. Better awareness - Improved awareness of the inhabitants and industry on the importance of environmental and nature protection, with reference number EuropeAid/139073/ID/ACT/Multi. If the Republic Hydrometeorological Institute, is applying for the project, is it obliged to find a partner from the Programme areas in Serbia by himself, and if it is not who is the intermediary in finding a partner, i.e. to which institution should we address?</p>	<p>Please note that it is the responsibility of the lead applicant to identify the eligible co-applicant(s). For your information, the Joint Technical Secretariat has established a database of potential interested applicants. Access to it could be requested in writing at the following email address: jts@cbcsrb-mne.org</p>
2.	<p>Zanima nas učešće na današnjem seminaru u Prijepolju. Mi smo udruženje sa teritorije grada Užica pa nas zanima da</p>	<p>Information regarding the 1st Call for proposal (Announcement of events with Agendas, Guidelines for applicants and its annexes) are</p>

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	<p>li po uslovima projekta imamo pravo da učestvujemo i da li ispunjavamo uslove po teritorijalnim uslovima?</p> <p><i>Unofficial translation:</i></p> <p>We are interested in participation on today's info-session in Prijepolje. We are organization from territory of City of Uzice and we are wondering whether under the conditions of the CfP we have the right to participate and whether we fulfill the requirements under the territorial conditions?</p>	<p>available on the Programme website (https://www.cbcsrb-mne.org/en/) as well as on the Contracting Authority and EuropeAid website.</p> <p>Eligibility criteria for Applicants are presented in the Guidelines for Applicants, Article 2.1.</p> <p>The Guidelines for Applicants, Article 2.1.4, also clarify that "Actions must have as final beneficiaries the population of the programme's area, they must take place in one or more of the following territorial units:</p> <p>1. For Republic of Serbia:</p> <ul style="list-style-type: none"> - <i>Zlatiborski District:</i> Nova Varoš; Priboj; Prijepolje; Sjenica; - <i>Moravički District:</i> Ivanjica; - <i>Raški District:</i> Kraljevo; Novi Pazar; Raška; Tutin; and Vrnjačka Banja. <p>2. For Montenegro:</p> <ul style="list-style-type: none"> - Andrijevica; Berane; Bijelo Polje; Gusinje; Kolašin; Mojkovac; Nikšić; Petnjica; Plav; Pljevlja; Plužine; Ročaje; Šavnik; and Tabljak. <p>According to the GfA, Article 2.2.4. Further information about 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>
3.	<p>Could you please answer the following questions we have regarding the 1st Call for Proposals under the Cross-border Programme Serbia-Montenegro, 2014-2020:</p> <p>1. Could you please clarify the procedure of ex-post control/verification and reimbursement of costs declared under simplified cost options, i.e. is the reimbursement of these costs conditioned on successful external verification of documents proving that the costs stated in the project budget are actually incurred by beneficiaries?</p> <p>2. In Annex G 2, article 14.2, it is stated that the cost of staff assigned to the action corresponds to gross salaries including social security charges. Could you please</p>	<p>1. Information related to the implementation of the Grant Contract will be available on the Programme website as well as on the website of Operating Structures.</p> <p>2. The eligible costs are constituted by gross salaries or wages in respect of the actual time devoted to the project and include income taxes, social security etc. and other statutory costs included in the remuneration, provided they comply with the standard human resources policy of the Beneficiary and can be proved by supporting documents of the Beneficiary.</p> <p>3. According to the GfA, Article 2.1.5. <i>Eligibility of costs: costs that can be included</i>, one of the presented <i>Ineligible cost</i> is value added tax (VAT) except when it is non-recoverable under national VAT</p>

	<p>confirm that gross salary includes payroll tax as well?</p> <p>3. The rules on VAT eligibility are presented in multiple documents of the application package: GfA (p. 26), Annex G 1 (p.4) and Annex J (p. 1), however the following remains unclear for us: can VAT be considered an eligible cost for Serbian organizations (i.e. can Serbian organizations include VAT in their costs presented in project budget) and if yes, under what conditions?</p> <p>4. What is the maximum flat-rate per kilometer that applicants can charge in the budget when using the organisation's or a private vehicle?</p>	<p>legislation. According to the signed '<i>Framework Agreement between the Republic of Serbia and the European Commission on the arrangements for implementation of Union financial assistance to the Republic of Serbia under the Instrument for Pre-accession Assistance (IPA II)</i>' as well as according to the <i>Law on Value-added Tax and Rulebook on the manner and procedure for VAT exemption, Financial regulation</i>, grant beneficiaries shall be exempted from VAT for any service rendered and/or goods supplied and/or works executed under the Contract following the procedure for VAT ex-ante exemption.</p> <p>4. Standard practice for EU funded projects is 0.22EUR per km.</p>
4.	<p>On behalf of the Regional Environmental Center for Central and Eastern Europe (REC), I would like to kindly request clarification on the eligibility criteria set for "lead applicants", i.e. the entities submitting the application form for the Cross-Border Programme Serbia-Montenegro, 2014,2020, under the Instrument for Pre-accession Assistance (IPA II), allocations 2014-2015, Ref. EuropeAid/139073/ID/ACT/Multi.</p> <p>Please kindly clarify whether international organisations (i.e. organisations with all the privileges and immunities as the legal status granted to Specialized Agencies by virtue of the UN Convention on the Privileges and Immunities of the Specialized Agencies of 21st November 1947) are eligible to apply as "lead applicants" or as "co-applicants" under the present call. Kindly note that an international organisation is not involved in official registrations such as commercial or employment register. The legal status is defined by a seat agreement, pursuant to which the organisation and its staff are granted immunities and privileges.</p>	<p>According to the GfA, Article 2.2.4. Further information about 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 refer to GfA pages 9 and 10 section 2.1 "Eligibility Criteria".</p>
5.	<p>1.Eligibility criteria Page 9. (Guidelines for applicant), it is clearly written that lead applicant must be non-profit organization. I just want to check is Innovation Center of Mechanical Faculty eligible to be lead applicant? We</p>	<p>1. To be eligible for a grant under this CfP, organizations must be non profit making as stated in the Guidelines for Applicants, Article 2.1.1 Eligibility of applicants (i.e. lead applicant and co-applicant(s)). At any time during the evaluation process, the</p>

<p>are RDI institution, daughter company of Mechanical Faculty University of Belgrade, still our legal form is DOO. I assume that we are not eligible, still I want to check?</p> <p>2. Co- applicants Our construction of the participants in the project is that we will be (Mechanical Faculty or Innovation Center of Mechanical Faculty), the lead applicant and our co-applicant will be from Montenegro established at eligible area (also education and RDI institutions). Also we will include two municipalities from both side established at eligible area. So the total amount is one lead applicant and 5 co-applicants. Should we reduce the number of co-applicants to one for each side (because maximum numbers of co-applicants is 3)?</p> <p>The last confirmation: Neither the lead applicant nor co-applicant can participate in another application even if they are under different specific objective? Or they can submit applications under different specific object but in case of final positive evaluation they could receive only one grant?</p> <p>Apologize for this question, still college of mine assure me that this cases are possible.</p> <p>3. Last question, is any workshop, presentation, etc. scheduled for upcoming period?</p>	<p>Contracting Authority can ask additional documentation (etc. the statutes or articles of association) to be able to verify the eligibility of the lead applicant, of the co-applicant(s) and (if any) of their affiliated entity(ies).</p> <p>According to the GfA, Article 2.2.4. Further information about 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>2. According to the GfA Article 2.1.1. Eligibility of applicants (i.e. lead applicant and co-applicant(s))/Co-applicants is stated that “<i>The lead applicant must act with at least one co-applicant as specified hereafter</i>” as well as “<i>The maximum number of co-applicants that could be involved in the action is 3</i>”.</p> <p>As stated in the Guidelines for Applicants, Article 2.1.4, Number of applications and grants per applicants / affiliated entities:</p> <p>The lead applicant may not submit more than 1 application per specific objective under this call for proposals.</p> <p>The lead applicant may not be awarded more than 1 grant per specific objective 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 1 application under this call for proposals.</p> <p>A co-applicant/affiliated entity may not be awarded more than 1 grant per specific objective under this call for proposals.;</p> <p>3. Info-sessions related to the 1st Call for Proposal have been organized. All presentations are available on the Programme website (https://www.cbcsrb-mne.org/en/) as well as on the Contracting Authority website.</p>
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