

QUESTIONS

**Concerning implementation of projects funded under the
 SECOND CALL FOR PROPOSALS in the framework of the
 INTERREG-IPA Bulgaria – Turkey CBC Programme, CCI Number:
 2014TC16I5CB005**

№	Question	Answer
1	<p>The Project manager will be engaged at part-time employment under the project, outside the regular working hours. At present she is appointed at an employment contract ("labour contract") and her duties at this position are different than the duties of project manager.</p> <p>Please provide clarification, whether the expenses for the remuneration of the project manager will be eligible under the Programme, if a civil contract with indication of the hours to be worked under the project is signed with the person.</p>	<p>According to the published instruction on 12.08.2019 on the website of the Program "Order and manner of assigning duties to the members of the teams of the Bulgarian beneficiaries in the implementation of projects financed under the INTERREG IPA Programs" of the Territorial Cooperation Management Directorate at the Ministry of Regional Development and Public Works:</p> <ul style="list-style-type: none"> - The assignment of duties as a member of the project team established under budget line 1 "Expenditure on staff" is carried out through an employment contract, a second employment contract or an additional agreement to an employment contract concluded between the expert concerned and the beneficiary organization. - A contractual obligation with persons under the Bulgarian Obligations and Contracts Act, also known as a "civil contract", may be

		<p>concluded only for activities provided for in budget line 4 "External expertise and services" in compliance with the public procurement legislation and program rules.</p> <p>The aforementioned guidance excludes the possibility of contracting team members under the Obligations and Contracts Act (DCA), and the costs incurred by the beneficiary organization to remunerate the project manager with whom such a contract was concluded will be ineligible for reimbursement.</p>
2	<p>In PP1's part of the project are envisaged following team members: a project manager, a project coordinator and an accountant. In compliance with the requirements set in PIM LP submitted a declaration for ensuring the necessary and qualified project staff for the successful project implementation and an administrative order for nomination of the project team members.</p> <p>Based on the specific functions of the LP as a unit of a specialized central administration, we would like to nominate substitute members of the team members appointed within BL1. This will enable interchangeability and replacing the team members. The risk a team member not to</p>	<p>As an administrative order for nomination of project team and a declaration that in the project implementation period the necessary and qualified project staff for successful implementation of the project activities is engaged are already provided with nominated staff members, the Lead Partner has nominated and declared that the necessary and qualified project staff is engaged for successful implementation of the project.</p> <p>Regarding the expenditures under BL3 "Travel and accommodation" - the budget line covers the expenditures for the project staff members only. Alternate, or substitute staff members are not envisioned for appointment in the Project Implementation Manual (PIM), nor in the Guidelines for Applicants. Only</p>



	<p>attend a project event due to urgent commitments will be also reduced. Thus the costs for sending the team members on business trips will be utilized and requesting replacement of a main team member for any particular project event from the MA will not be necessary.</p>	<p>expenditures related to appointed staff members will be reviewed for eligibility.</p>
<p>3</p>	<p>In relation to the requirement for publication of procurements, B3 type: "Local open tender procedures for supply" specified in PIM "... should be published in official journal of the partner country or equivalent ...", please clarify the type of the newspaper. What is the definition of official journal or equivalent?</p>	<p>According to PIM, section Procurement publications, p.33: for Local open tender procedures for supply/ works the Contracting Authority should publish: Complete tender dossier, Contract notice (annexes C2 or D2 of the PRAG), Summary Contract notice (annexes C3 or D3 of the PRAG) and Contract award notice (annexes C9b or D9b of the PRAG) in all appropriate media, in particular on the Programme's web site and the grant Beneficiary's website (in its role of Contracting authority). Additionally, Summary Contract notice should be published in official journal of the partner country or any equivalent media in which the action is being carried out.</p> <p>The compliance with the requirement for publication in "official journal of the partner country or any other equivalent media" is present when the contract notice is published at national level in accordance with national legislation and the basic standards of</p>

		<p>publicity and advertising of contracts are met. Publicity means are appropriate where the contract notice is published in a way as to ensure that any interested economic operator has access to relevant procurement information before awarding it so that he may be able to submit a tender or express his interest in participating in the award of the contract.</p>
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