



CIVIL SOCIETY SUPPORT PROGRAMME (CSSP)

CALL FOR PROPOSALS CATEGORY 3 (SAT150,000 – SAT 300,000)

CLARIFICATIONS NO.1

As discussed in the Category 3 awareness workshop, all queries and responses regarding Category 3 funding will be made available on the MOF website for all NGOs to access as others may have the same queries.

One applicant asked the following questions:

Question 1: The applicant would like to prepare a Concept Note with an Associate. The role of the associate in the Action will be to do chemical analyses of different materials and the associate needs to be paid for this service. However, in the Guidelines to the Call for Proposals it states that “Other organisations may be involved in the action. Such associates play a role in the action **but may not receive funding from the grant with the exception of per diem or travel costs.**”

Question 2: Can an organisation be an associate to a proposed Action if it charges the applicant (under its cost recovery policy) for the various chemical analyses that will be required under this Action? If the answer is negative, can the applicant retain the organisation as a contractor?

Clarification:

Since the real role of the proposed associate organisation is to provide a service i.e. the chemical analysis of different materials, it should not be an Associate but rather a contractor. Hence, the provision of this service must follow the procurement rules set out in Annex IV of the grant contract as briefly outlined below:

1. For amounts under \$10,000 Euros or SAT\$30,000 – an offer from only one supplier is sufficient. There is no need for obtaining offers from other contractors..
2. All other procurement for service contracts, works contracts, and purchase of goods and equipment over SAT\$30,000.00 (\$10,000.00Euros) will require a competitive negotiated procedure, without advertising, in which the beneficiary will invite at least three contractors of its choice to submit tenders. At the end of the procedure, the beneficiary selects the technically compliant tender which offers the best value of money in case of service tenders and the cheapest compliant offer in the case of supplies or works tenders. This procedure must conform to the rules detailed below (3 and 4).
3. Rule of origin and nationality will apply for purchases over SAT\$30,000. In this case, the origin of goods and nationality must be from African, Caribbean or Pacific countries (signatories to the Cotonou Agreement) or from European Union member

countries or from OECD member countries which includes USA, Australia and New Zealand.

4. All tender requests must be evaluated and ranked by an evaluation committee on the basis of exclusion (rule of origin/nationality), selection and award criteria announced in advance to the potential contractors. This committee must have an odd number of members, at least 3, with all the knowledge and expertise necessary to give an informed opinion on the tenders.

On the other hand, the applicant can avoid the tendering process if there is only one organisation able to provide the specialised service of chemical analyses of materials by requesting for derogation. However, clear unequivocal proof would have to be provided that no other organisation can provide this service and permission would have to be sought from Brussels which would introduce potentially long delays and it is by no means certain that permission would be granted.