

Question/ Answer

Procurement procedure: EMSA/NEG/30/2019

Question 01 (dated 02/08/2019 – 11.04):

Could you please confirm if the flat rate daily allowance and the maximum amount for reimbursement of travel expenses and accommodation are included in the maximum budget of 30.000 € as mentioned in Section 6 of the Tender Specifications? Or does the reimbursement of travel and subsistence expenses occur independently from the project budget?

If so, are the maximum reimbursement amounts mentioned in the following document up-to-date: EMSA Rules on Reimbursement of Expenses to Experts, Version 5.0, online available under URL https://extranet.emsa.europa.eu/e-register/images/documents/Experts_Reimbursement_Rules_v.5.0_261118.pdf?

Answer to question 01:

All expenses for travel and accommodation are included in the fix price of the contract. No separate expenses will be reimbursed to the Contractor regarding the attendance to meetings held at EMSA or Contractor's premises.

Requests for additional information regarding this tender shall be sent by e-mail to the following address **NEG302019@emsa.europa.eu** Requests for additional information received less than six working days before the closing date for submission of tenders may not be processed.

The deadline for submission of the bids of this tender is 21/08/2019.

The responsibility for monitoring the Agency's website for replies to queries and/or further information remains with potential tenderers.