

Athens, April 23rd 2024

Bid Bulletin No. 2
Reference No.: CEI-GR02-2024

Call for Expression of Interest for the identification of an Implementing partner who will support the integration of the project beneficiaries through the provision of the services and implementation of activities

Question:

Q: As far as “reports on the financial standing of the participant, published annual financial statements” that is requested in Annex C, our organization was keeping category B accounting system, until 2023, thus, in accordance with the law, we haven’t published any financial balance sheet yet. Which accounting documents should we submit to prove our financial capacity?

A: According to articles 1 & 2 of Law 4308/2014 and since your organization is keeping category B, you may be classified as *small or very small size (based on the turnover)*. Thus, you may provide us with (1) Balance Sheet or Statement of Financial Position, (2) Statement of Results and (3) Appendix for the last three years (2020-2021-2022).

Q: Furthermore, the submission of balance sheet for 2023 has not opened yet by the Tax Authority. What document should we submit?

A: Considering that the platform for the submission of the 2023 tax declaration has not opened yet, bidders can submit the tax declaration of the previous year.

Q Secondly, as far as the Declaration that there is no relation with IOM that may cause conflict of interest that we have to sign (Annex C), is there available any template that we may use?

A: No specific template is shared in this regard. Any form of declaration signed and stamped by the representative of the bidding organization will suffice in the scope of the request.

Q Thirdly, our internal rules and regulations are many documents depending on our structure – one of them only consists of 173 pages. Would you like us to include them all as a hard copy in the project proposal?

A: Yes, all documents requested must be submitted in hard copy.

Q. At the “Expression of Interest submission guidelines” document it is stated that the Application document should comprise of “b. Duly accomplished application documentation as outlined within the CEI signed on all pages by the prospective Implementing Partner’s Authorized Representative”. Does the request include digitally or hand signed official and state documents as well as other private hand-signed documents (e.g. Letters of Intent), including digitally signed solemn declarations and authorizations?

A: Any Annex required to be submitted in the scope of this EOI must be duly signed by the legal representative of the bidding organization. However, this requirement is not mandatory in the case of supporting documents, such as internal policies and guidelines.

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Q. In the case of a consortium member filing as a Lead Partner in one Lot and as a sub partner in another, is it ok to refer to the other Lot where it submits its full documentation to avoid the multiplication of submission of the same documents? For example: Organization X submits as a Lead Partner in Lot Y all its documentation. The same organization participates as a sub –recipient in Lot Z. Can the organization refer to the full documentation submitted in Lot Y, or does it need to resubmit the physical documentation file?

A: In case of application for more than one LOT, the interested party should submit one application package yet separate concept notes, per LOT. In case of participation in different joint ventures, regardless of participation as a leading partner or a member of the joint venture, the concept note and the Consortium Agreement or the Letter of Intent for the creation of the joint venture are the only two documents that need to be included in every submission package. The rest of the documents need to be submitted once.

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