



CLARIFICATION NOTE 3

WFID: 254822

Question no.1:

Concerning submission requirements:

- Is it sufficient to have one sealed envelope where all the documents are included?
- Within the main envelope, are three different envelopes for each section needed (administrative, technical and financial parts)?
- If three different envelopes are needed, where shall the USB keys be included?

Answer:

Proposals must be placed inside a sealed envelope, containing also USB keys as indicated in section 17 of the Call for Proposals. No inner envelopes are requested.

Question no.2:

The PDF files in the USB keys will be in readable format. This means that there will not be a scanned version with the signed printed documents. Can we provide the electronic documents not signed, signed only on the first page or signed electronically?

Answer:

As section 17 of the Call for Proposal states that *“In case of doubt or outright divergence between the physically submitted proposal and the content provided in electronic format (on the USB-storage devices or via the platform) the physical documents shall always take precedent.”*, no specific requirements are foreseen for the signature of electronically submitted documents

Question no.3:

Are the company's approved balance sheets (signed by the administrators) and a self-declaration sufficient if a grant amount > 750K€ is requested by a single company, and:

- an audit report produced an external auditor does not exists, and
- an audit report is not required by law?

Answer:

Yes. As foreseen in section 9 of the Call for Proposal, when an audit report produced by an approved external auditor is not available such applicant shall provide a self-declaration signed by its authorised representative certifying the validity of its accounts of the last three available financial years.