



**Request for clarification No 2 received on 15 May (Questions 1,2,3 and 4) and 18 May  
(Questions 5 and 6) 2023**

**Technical Assistance for collecting Road Safety KPIs on Seat Belt and Child restraint  
Systems in the Western Balkans region**

**PS/SRV/KPI/006/2023**

<p>1. The technical requirements state that the methodological guidelines developed within the Baseline project should be used. However, there is now a successor project going on, called “Trendline” in which 29 European countries take part. The guidelines developed within Baseline have been slightly revised and clarified. Can we use these revised Trendline guidelines instead – which would enhance European comparability? Please note that the differences between the Baseline guidelines and Trendline guidelines are small.</p>	<p>A: The contractor may align the methodology with Trendline if that would be cost-free, but there will be no obligation in this regard.</p> <p>Note: To our understanding, the Trendline guidelines are not yet finalised. A precondition is that the Trendline guidelines (together with its recommendations) shall be finalised by the time when this technical assistance starts.</p>
<p>2. Both in the Baseline and the Trendline methodological guidelines for the use of child restraint systems, it is compulsory to have observations from outside on use of child restraints – which basically comes down to stating that a child passenger is restraint or not – and in-vehicle inspection of the use/misuse of the child restraint systems is optional. Is this also the case in this project, i.e. is in-vehicle inspection needed or optional?</p>	<p>A: An in-vehicle inspection of the use/misuse of the child restraint systems for this project is optional.</p>
<p>3. The requirement for the Technical Offer is to use the appropriate form for the Technical Offer. However, no such specific form is provided in the tender documentation.</p>	<p>A: We hereby confirm that there is no specific form for the Technical Offer that bidders should be using. Whatever the form, the Technical Offer should meet the content requirements provided under article IV.4.1 of the Instructions to Tenderers.</p> <p>See also Corrigendum no. 1 to the Tender Documents</p>



<p>4. The form for the Financial Offer is included. It only requires to quote an overall lump sum. Is our understanding correct that we cannot give any distribution of costs? Or should we give that as part of the Technical Offer?</p>	<p>A: Your understanding is correct. Bidders need to quote one lump sum only with no further breakdown of costs and also take due regard to the payment conditions provided in the draft Contract.</p>
<p>5. At least one member of the team should have C2 level English as defined by the Common European Framework for Reference for Languages. How should we prove this knowledge? Is it mandatory to submit a certificate? Or is it sufficient to submit an affidavit and a list of publications in English?</p>	<p>A: Compliance with this condition shall be confirmed through CV. No additional proof is required.</p>
<p>6. Who are the regional partners in each country? What exactly will be their role? Will data collection be carried out by these regional partners?</p>	<p>A: The Transport Community is an international organisation in the field of mobility and transport. It has 36 participants – the European Union Member States represented by the European Commission, the South East European Parties (the Republic of Albania, Bosnia and Herzegovina, Kosovo*, Montenegro, the Republic of North Macedonia, and the Republic of Serbia - <b><u>hereinafter referred at collectively as “regional partners”</u></b>) and the three observing participants (Georgia, Republic of Moldova and Ukraine).</p> <p>Transport Community will steer and facilitate the communication between the Contractor and the Western Balkans regional partners through its nominated contacts of the Technical Committee on Road Safety and members of the Western Balkans Road Safety Observatory.</p> <p>Technical Committee members, which are representatives of Ministries of Transport, will be the main contact points for each regional partner, and they will extend the invitations to other experts and representatives of the respective Ministries i.e. Interior etc. when the meetings related to the scope of work of ToR is needed. <b><u>The fieldwork/road surveys and collection of KPIs shall be undertaken by the Contractor.</u></b></p>