



Clarification Question log - Market Consultation - N° 100001340

(Co-)Authors and Managing Partner for the *States of Fragility 2016* Report

Clarification Question No	Clarification Question	Response
1	<p>What is the permissible budget range of bids to perform the work?</p> <p>I also presume that the appropriate range would be commensurate with the envisioned role, including the extent of leadership and whether the involvement would encompass one or more of the lots.</p>	<p>According to the financial regulations of the OECD a Market Consultation is the procurement process used for projects with a value between €30,000 and €150,000. Therefore the total budget should not exceed the €150,000 threshold.</p>
2	<p>Are budgets allowed to include indirect costs—and if so at what percentage rate?</p>	<p>Indirect costs, such as administration expenses, should be clearly indicated and included within the budget indicated.</p> <p>Note that reasonable mission costs (travels & per diem) will be reimbursed on case-by-case basis and should not be included in the overall budget threshold of €150,000. However it is requested that these are clearly indicated where possible.</p>
3	<p>Would it be possible to confirm whether the submission needs to be submitted electronically directly to your email address or is it a hard copy submission via post/courier?</p>	<p>The submission should be sent directly to my email address. No hard copy is necessary.</p>
4	<p>Apart from the Terms of Reference, is there also an ITT that includes any information about administrative documents that we possibly have to submit in support of our proposal, or do we just submit only our proposal as outlined in page 8, Point 10 'Responding to the Market Consultation' of the ToR?</p>	<p>Due to the nature of the procurement process only the documents listed in Section 10 'Responding to the Market Consultation' are required. At a later stage of the process the OECD may request additional documents, as necessary.</p>