



Ministry of
European Integration
REPUBLIC OF SERBIA

**#EY
ЗА ТЕБЕ**



EU THE EUROPEAN UNION FOR
PRO+ LOCAL DEVELOPMENT

Open Call for Proposals For Local Infrastructure Projects

Questions and answers

Reference: Call for Proposals number **CfP 02-EUPROPLUS-2021**

Questions and answers

1. **Q:** Can a public procurement procedure be conducted before acceptance of a submitted project proposal?
A: No.
2. **Q:** Can a project proposal be submitted when some of the works on the facility have already been carried out in the previous phase?
A: Yes, but the project proposal must refer to the final stage of construction and must leave the completed works out of the proposed budget.
3. **Q:** Does the co-funding of local self governments appear on each invoice?
A: No.
4. **Q:** Can the participation of the Public Investment Management Office be considered as co-funding?
A: Yes.
5. **Q:** Why is the status of local self-government according to the degree of development the criterion?
A: The mission of the Programme is to support more balanced economic development and drive for setting such criteria.
6. **Q:** According to which Law the public procurement procedure should be conducted?
A: According to the Law on Public Procurement of the Republic of Serbia.
7. **Q:** When will the results of the call be announced?
A: In accordance with the indicative schedule given in the guidelines for preparing the project proposal.
8. **Q:** How can the connection between the project and the strategies be proven?
A: It is necessary to provide a link with the indication of the page in the document or an excerpt from the document in which the connection with the project is indicated.
9. **Q:** Can a project proposal for construction be submitted without a permit?
A: No.
10. **Q:** Can the Regional Development Agencies be partners on multiple projects?
A: Yes.
11. **Q:** Can the project team's costs be considered as eligible?

A: No, the project budget does not foresee covering of the costs for Human resources. The costs of the partner providing a service could be justified through the budget line reserved for the soft measures.

12. **Q:** If a consortium is created with the Regional Development Agency, can the agency's costs be justified?

A: Only "Soft Activities" that are part of the budget, such as drafting acts and regulations that promote the principle of good governance and contribute to the sustainability of the project, can be funded. These activities can be implemented by LSGs, through the engagement of service providers such as the Regional Development Agency. These costs may not exceed 5% of the total costs.

13. **Q:** Is it necessary to appoint a project team when applying?

A: Yes. In addition the team members should be listed in the application form (Annex A).

14. **Q:** Do Good Governance activities have to be presented in the logical matrix?

A: Yes.

15. **Q:** Can local self-government co-funding be bigger than 49%?

A: Yes. The initiatives of integration of different funding sources are at advantage.

16. **Q:** Is the co-funding from local self-government exempt from value added tax?

A: No.

17. **Q:** Does the application have to be in English?

A: Application forms must be in English, while supporting documents do not have to.

18. **Q:** How many applications are allowed?

A: In case a Local Self-Government (LSG) applies for projects targeting health and/or social protection sectors, the same LSG may submit two project proposals targeting these or other sectors. In case a LSG does not apply for projects targeting health and/or social protection sectors, only one application may be accepted.

19. **Q:** Can land purchase be considered as eligible?

A: No.

20. **Q:** Is it possible to apply with the reconstruction project?

A: Yes.

21. **Q:** Can the co-funding from ministries be considered as co-funding?

A: Yes.

22. **Q:** Is it possible to finance the construction of a wastewater treatment plant?
A: Yes.
23. **Q:** Is it necessary in case of infrastructure projects to include the institutions for which project is related as a partner in the project?
A: Yes, if the building permit is issued to the institution as the “investor” and to ensure cooperation during the project development.
24. **Q:** What happens to the co-funding ratio if a lower price is achieved through public procurement?
A: In that case, the budget has to be revised, the Programme share remains unchanged, while the share of local self-government decreases to the minimum required percentage indicated by public call.
25. **Q:** The proof of ownership in the case of linear infrastructure – do agreements with owners have to be certified by a notary?
A: No.
26. **Q:** Is there an evaluation criterion for the number of unemployed?
A: No. There is only a criterion for the degree of development.
27. **Q:** Is there a requirement for a FIDIC type of public procurement contract?
A: No.
28. **Q:** Is it possible to get consultations for good governance aspects during development of an application or to get consultations for preparation of application form in general?
A: The consultation during the development on soft activities will be available. However, we can not involve in any consultations related to preparation of the proposal which is outside of formal question and answers format.
29. **Q:** Can decisions issued under Article 145 of the Law on Planning and Construction be accepted beside the building permit?
A: Yes.
30. **Q:** Can we apply with the same project with which we already applied to the ministry?
A: The project can be part of the large funding scheme, but the same activities can not be funded from two different sources.
31. **Q:** Will the reserve list be formed after the first milestone?
A: Yes.

32. **Q:** What is the allowed file size for sending the application?
A: One TB.
33. **Q:** If the relevant strategy with the connection to the project proposal expired, is it accepted in this case?
A: Yes. Unless a new strategy is adopted, the existing one with an expired deadline specified in the document will be considered acceptable.
34. **Q:** What proves that team members come from local administration?
A: Acceptable evidence is the attached systematization of jobs, MA forms and individual contracts.
35. **Q:** If all the funds are spent in the first cycle, will there be a second call?
A: No.
36. **Q:** Is procurement of equipment eligible costs?
A: Yes, costs relating to procurement of equipment should not exceed 50% of the EU contribution for projects targeting health and social services infrastructure or 30% of the EU contribution for all other projects.
37. **Q:** Are the reconstructions of administrative buildings (municipalities) eligible projects?
A: Yes.
38. **Q:** Is it mandatory to submit the building permit with the application?
A: Yes.
39. **Q:** Is it mandatory to submit a design for a building permit with the application?
A: Yes.
40. **Q:** Is the building permit valid without a validity stamp?
A: Yes.
41. **Q:** In call for local infrastructure, as part of supporting documentation, the evidence from the property cadastre for the site is required. In case of applying for the construction of a line infrastructure (e.g. atmospheric, fecal sewage, water supply network), is it required that the local self-government must be owner of all land parcels through which such an object passes, or just proof of ownership must be submitted regardless of right holder of land?
A: The municipality does not have to own the land for line infrastructure but must submit the consent of the parcel owner with the application. In case a decision of work was issued it is presumed that the legal property rights were transferred to the investor.

42. **Q:** Is the co-funding exclusively financial, in the sense that it is necessary to provide concrete financial resources or can be partially justified by the salaries of the employees who are engaged in the implementation of the project.
A: Salaries of employees are not eligible for the cost even if the funds were co-financed from co-funding. In-kind (non financial) contributions are not acceptable instead of the financial contribution.
43. **Q:** What will happen if the proposed grant manager is hired on another EU funded project and exceeds 100% of the working time? Is it possible to replace the grant manager later?
A: It is possible to replace the grant manager during implementation, with appropriate qualifications and with the prior approval of the programme.
44. **Q:** is it possible to include a specialist or engineer from a public company or other public institution in the implementation team and, if yes, should that institution be a formal partner?
A: A member of the implementation team may be a specialist or engineer from a public company or other public institution, but this institution does not have to be a project partner. If such a company is performing a technical supervision or technical commissioning activities, this could be funded through project budget. Their engagement should be eligible under the public procurement rules.
45. **Q:** Whether a member of the public procurement team must be licensed for that job, or it may be a person who is regularly engaged in a local government or a public procurement company?
A: It can be a person who is regularly responsible for public procurement, does not have to be licensed.
46. **Q:** Is the project of a city wastewater treatment plant that is servicing the industrial zone acceptable?
A: Yes, this is the subject of a call for local communal infrastructure.
47. **Q:** Is it necessary to plan the costs of an independent external audit of the project?
A: No.