

QUESTIONS & ANSWERS

Title of the contract Production of a TV documentary to raise awareness on retail investors' impact through investments

Internal reference No. 2DII/2024/OP/01/TV Documentary

Indicative timetable	Milestone	Date
	Launch date	4 th of March 2024
	Deadline for the registration of Interest	29 th of March 2024 23h59 (CET)
	Deadline for clarifications, answers to questions, corrigenda	2 nd of April 2024 23h59 (CET)
	Deadline for the submission of tenders	8 th of April 2024 23h59 (CET)
	Evaluation of the submitted tenders	At least three [3] weeks after the deadline for the submission of tenders
	Notification of the evaluation results	One day after the end of the Evaluation phase
	Contract signature	Within one [1] week after the notification of the results
	End of period of assignment	31 st October 2024

- Question 1 Combien de participants à l'appel d'offre sommes-nous ?
How many participants are we for this call for tenders?
- Answer 1 Cette information vous sera transmise après la soumission des candidatures.
This information will be published after submission of the applications
- Question 2 Y a-t-il un document PART A ou est-ce la lettre introductive ?
Is there a PART A document or is it the invitation letter?
- Answer 2 Part A est la lettre d'invitation (introductive) pour l'appel d'offre.
Part A is the invitation letter for the call for tenders.
- Question 3 Souhaitez-vous un PDF avec l'ensemble ou un PDF par document (un PDF pour a), puis un PDF pour b) ...)?
Do you want all documents in a single PDF? or each document separately in a PDF?
- Answer 3 **Les points a) – h) = 1 PDF**
 a) Cover page of Part C – Tender Form duly completed.
 b) Identification of the Tenderer duly completed and signed (Section 1 of Part C – Tender Form).
 c) Questionnaire for joint tenders and subcontracting (if applicable) duly completed (Section 2 of Part C – Tender Form).
 d) Tender Template Form duly completed (Section 3 of Part C – Tender Form).
 e) Pricing sufficiently detailed (Section 4 of Part C – Tender Form).
 f) Power of Attorney (if joint tender) duly completed and signed (Appendix 1 of Part C – Tender Form) by the group leader and each group member.
 g) Subcontractor's declaration of intent (if applicable) duly completed and signed by each subcontractor (Appendix 2 of Part C – Tender Form).
 h) Declaration of Honour (Appendix 3 of Part C – Tender Form). If joint tender by the group leader and each group member.
- i) Legal identification document or Organization's registration certificate. If joint tender by the group leader and each group member. **Le point i) = 1 PDF**
 j) Tax registration certificate. If joint tender by the group leader and each group member. **Le point j) = 1 PDF**
 k) The audited financial statements of the firm for the past two years to demonstrate financial capability to carry out the engagement to completion. If joint tender by the group leader and each group member. **Le point k) = 1 PDF/year**
- Question 4 Dans le document PART B, à la section 4.4, point c), le questionnaire n'est pas à fournir dans le cas d'un soumissionnaire unique, exact ?
In the document PART B, section 4.4, point c), should we provide the questionnaire if we are a single Tenderer?
- Answer 4 « Questionnaire for joint tenders and subcontracting » uniquement à compléter si le soumissionnaire est composé de plus d'une organisation
« Questionnaire for joint tenders and subcontracting » only to be completed if the Tenderer is made up of more than one organization.

- Question 5 Dans le document PART B, à la section 4.4, point f), la procuration n'est pas à fournir dans le cas d'un soumissionnaire unique, exact ?
In the document PART B, section 4.4, point c), should we provide the Power of Attorney if we are a single Tenderer?
- Answer 5 « Power of Attorney » uniquement à compléter si le soumissionnaire est composé de plus d'une organisation.
« Power of Attorney » only to be completed if the Tenderer is made up of more than one organization
- Question 6 Dans le document PART B, à la section 4.4, point h), nous devons bien fournir la déclaration sur l'honneur y compris pour une demande en tant que soumissionnaire unique ?
In the document PART B, section 4.4, point h), should we provide the Declaration of Honor if we are a single Tenderer?
- Answer 6 L'« Appendix 3 – Déclaration of Honour » doit être complété pour le soumissionnaire, ce que soit unique ou en consortium.
The «Appendix 3 – Declaration of Honour » shall be completed by the Tenderer (either single organisation or in consortium)
- Question 7 Dans le document PART B, à la section 4.4, point j), le certificat d'enregistrement fiscal est-ce bien l'attestation fiscale ?
In the document PART B, section 4.4, point j), can the tax registration be provided as tax certificate?
- Answer 7 Oui
Yes
- Question 8 Dans le document PART B, à la section 4.4, point i), le document d'identification juridique est-ce bien *un Kbis* ?
In the document PART B, section 4.4, point i), can *un Kbis* be considered as legal identification document?
- Answer 8 Oui
Yes
- Question 9 What do you mean by “endorsing an NGO”?
- Answer 9 The instructions for the tender have been amended to clarify this issue. Endorsement by a NGO, a consumer association or a CSO has been replaced by “support from a NGO, a consumer association or a CSO in providing feedback on the narrative style and in disseminating the documentary project”.
- Question 10 The pre-negotiated endorsement (one way or the other) by an organisation seems to constitute the very definition of a conflict of interest in the eyes of documentary

makers and broadcasters. In this context, how do you define “conflict of interest” mentioned in the tender?

Answer 10 Please see Question 9 and Answer 9. Endorsement has been removed.
Conflict of interest is defined in clause 4.6 of document PART B.

Question 11 The tender says that "2DII provides “raw material” to build the documentary” and mentions survey results, studies, etc. Could you please elaborate on the list and nature of material provided. Does it include video footage or visuals that can be reused?

Answer 11 The material to be provided will be composed of existing outcomes of the project, which are not confidential, such as surveys, studies, articles, videoconferences/workshops organized by the project, etc.

Question 12 Can you elaborate on the expected outcomes: "trigger a call-to-action among civil society", "call on financial institutions to train bank advisors, to challenge supervisors on practices and potential sanctions to be applied, and to call on European regulators to adapt the regulatory framework on sustainable finance, (...) to ignite the banking revolution” suggests large scale broadcasting and large audience. However, the budget and timeline suggest something more modest. Can you communicate any quantitative objective in terms of expected viewership?

Answer 12 The documentary is part of a set of activities for the dissemination and communication of the project.
The main goal of this set of activities is to turn awareness into actual mobilisation. The main goal of the documentary is to raise awareness on the issues associated with the lack of integration of social and environmental criteria into investments. There are different performance indicators defined for the set of activities such as made citizens aware (90% of the population); 1,000 professionals trained. The documentary does not have specific performance indicators though.

Question 13 The call for tenders suggest that the expected output is a TV documentary broadcasted on a TV channel or steaming platform ("HD format ready for television broadcast", "find a suitable platform to broadcast the documentary”).

Answer 13 YouTube may be considered as a broadcast platform.

Question 14 Y a-t-il une limite de pages par critère ?
Is there any limit page per criteria?

Answer 14 No il n’y a pas de limite de pages per critère
No there is no limit of page per criterion.