

İPA Stratejik Danışmanlık A.Ş. (İPA)

Basınköy Mah. Valilik Yolu Cad. İBB Hizmet Binaları Sitesi No: 2/1 İç Kapı No: 1, 34153 Bakırköy, İstanbul, Türkiye
Contracting Authority – Project Partner 2, BSB01238 HERO

CLARIFICATION NOTICE No. 1

Questions from tenderers and answers of the Contracting Authority

Publication reference: BSB 01238 / ST04-SUPPLY
Contract title: Marine Litter Monitoring, Sampling and Underwater Observation Equipment
Project: BSB01238 – Healing Environmental by Reef Options in the Black Sea (HERO), Interreg NEXT Black Sea Basin Programme
Procedure: Simplified tender – Supply (Lots 1–5)
Date: 22.10.2026
To: All prospective tenderers

Dear Tenderers,

In accordance with Article 11 of the Instructions to Tenderers (ITT), the Contracting Authority hereby communicates, simultaneously to all prospective tenderers, the questions received in writing within the deadline for requesting clarifications (15.10.2026) together with its answers. The questions are summarised and the identity of the tenderers who asked them is not disclosed. Questions raised by more than one tenderer have been merged.

This Clarification Notice forms an **integral part of the tender dossier**. In line with Article 4 of the Draft Contract, the clarifications issued before the deadline for submission of tenders form part of Annex II (Technical Specifications) of the contract. Tenderers must take them into account when preparing their tenders. All other provisions of the tender dossier remain unchanged.

A. Questions and answers

No	Question (summarised)	Answer of the Contracting Authority
1	Place of delivery. ITT Art. 1.1 states DDP İPA, Bakırköy, İstanbul, whereas Annex IV (Budget breakdown) states “DDP Sinop, Türkiye”. Please confirm the place of delivery. (Raised by more than one tenderer.)	The place of delivery is DDP İPA Stratejik Danışmanlık A.Ş., Basınköy Mah. Valilik Yolu Cad. İBB Hizmet Binaları Sitesi No: 2/1 İç Kapı No: 1, 34153 Bakırköy, İstanbul, Türkiye , as stated in ITT Art. 1.1, Special Conditions Art. 13.2 and Art. 1 of the Draft Contract. The reference to “DDP Sinop, Türkiye” in column D of Annex IV is a typographical error and shall read “ Unit costs with delivery DDP İPA, Bakırköy, İstanbul, Türkiye – EUR ”. Tenderers may correct the heading in their Annex IV; all financial offers will in any case be evaluated as DDP İstanbul.
2	Award criterion. Contract Notice point 17 states “best price-quality ratio or lowest price”, while ITT Art. 18.6 states that price is the sole award criterion. Please	Confirmed. The sole award criterion is price (ITT Art. 18.6). Contracts are awarded lot by lot to the lowest-priced tender which is administratively compliant, meets the selection criteria and is technically compliant, i.e. meets or exceeds every specification in Annex II for that lot. No price-quality weighting is applied.

No	Question (summarised)	Answer of the Contracting Authority
	confirm that each lot will be awarded to the lowest-priced technically compliant tender.	Contract Notice point 17 shall be read as “Lowest price”. Discounts for multiple lots may be taken into account as set out in ITT Arts. 6.3–6.4.
3	Warranty period. The Technical Specifications require a warranty of at least 12 months for Lots 1 and 3, while Special Conditions Art. 32.7 requires 24 months after provisional acceptance. Which period applies? (Raised by more than one tenderer.)	The warranty period is 24 months (2 years) after provisional acceptance for all supplies in all lots (Special Conditions Art. 32.7, in line with Turkish Law No. 6502 on Consumer Protection and related regulations, referred to in Art. 32.6). Accordingly, the words “at least 12 months” in the General Conditions of Annex II, Lot 1 (Item 1.2) and Lot 3 (Item 3.2), are replaced by “at least 24 months after provisional acceptance”. This also applies to items for which Annex II states no warranty period (e.g. Items 1.1, 1.3 and Lot 5). Where the manufacturer’s standard warranty is shorter, the contractor shall ensure the remaining coverage (e.g. by an extended warranty) at its own cost, included in the tender price. For consumables with a limited shelf life (Lot 2 and the reagents under Item 4.2), the minimum expiry / shelf-life requirements of Annex II apply.
4	Payment timing and lots. Under Special Conditions Arts. 26.3 and 31.2, when does the 90-day payment period start: from submission of the invoice and the request for provisional acceptance, or only after the provisional acceptance certificate is issued (i.e. up to 45 + 90 days)? Will each lot be accepted and paid independently? (Raised by more than one tenderer.)	The sequence is as follows: (i) the contractor delivers the supplies and applies for provisional acceptance; (ii) the supplies are inspected and the provisional acceptance certificate is issued — the Contracting Authority intends to do this upon delivery and inspection, and in any case within the maximum of 45 days set out in Special Conditions Art. 31.2; (iii) the contractor then issues and submits its invoice; (iv) payment is made within 90 days of receipt of the invoice. In line with Art. 31.2, the period for issuing the provisional acceptance certificate is not included in the 90-day payment period. Where a tenderer is awarded more than one lot, a single contract will be concluded covering those lots (ITT Art. 6.2). In that case provisional acceptance and payment take place once all supplies under that contract have been delivered. Where a tenderer is awarded a single lot, that lot is accepted and paid on its own.
5	VAT. Should the prices in Annex IV be quoted excluding VAT? Will a VAT exemption certificate be provided under this EU-funded project?	Yes. All prices in Annex IV must be quoted excluding VAT. The DDP price must include all other costs, customs duties, import taxes and charges up to delivery at the place of delivery. No VAT exemption certificate will be issued. The invoice shall show the net contract price with VAT added and shown separately (Draft Contract Art. 3.1), and the Contracting Authority will pay the VAT to the contractor.
6	Tender guarantee (ITT Art. 21). (a) Is the 2% calculated on the tender amount excluding VAT?	(a) Yes — 2% of the total tender amount excluding VAT, for the lot(s) tendered.

No	Question (summarised)	Answer of the Contracting Authority
	(b) Must it be a bank guarantee letter, or are a cash deposit or other forms accepted? (c) For tenders covering more than one lot, is a single guarantee for 2% of the total acceptable? (d) May it be issued in EUR by a bank established in Türkiye? (e) How should the original be submitted if the tender is sent by e-mail?	(b) Either a bank guarantee letter or a cash deposit in EUR to the following account of the Contracting Authority: Account holder: İPA Stratejik Danışmanlık A.Ş.; Bank: [Türkiye Vakıflar Bankası T.A.O./ Beyoğlu Branch]; IBAN (EUR): [TR19 0001 5001 5804 8025 3267 05]; SWIFT: [TVBATR2A]. The payment description must state “BSB 01238 / ST04-SUPPLY – Tender guarantee – Lot(s) ...” and the tenderer’s name. (c) Yes, a single guarantee letter or a single deposit is acceptable. The letter / payment slip must state which lots it covers and the amount for each lot. (d) Yes. (e) A scanned copy (or an electronically verifiable bank guarantee) or the deposit receipt is submitted with the e-mail tender. The original bank guarantee letter will be requested from the successful tenderer before the contract is signed. The guarantee must remain valid for 45 days beyond the tender validity period (ITT Arts. 7.1 and 21), i.e. at least until 21.03.2027.
7	Performance guarantee. Under ITT Art. 20.4 the 6% performance guarantee is released within 60 days of the issue of the final acceptance certificate. When does final acceptance take place: immediately after provisional acceptance, or at the end of the 24-month warranty period?	Final acceptance takes place at the end of the 24-month warranty period , once the contractor has fulfilled its warranty obligations. The 6% performance guarantee will be released within 60 days of the issue of the final acceptance certificate (ITT Art. 20.4; Special Conditions Art. 11.1).
8	Submission by e-mail. Is the “original” and “copy” requirement of ITT Art. 9.2 met by a single set of signed, scanned PDF files? Is a qualified electronic signature acceptable?	Yes. For e-mail submission, one complete set of signed PDF files (scanned wet-ink signatures, or files signed with a qualified electronic signature) in a compressed, password-protected file as required by ITT Art. 9.1 meets the requirement. No separate “original” and “copy” sets are needed. Qualified electronic signatures are accepted. If all documents are signed with a qualified electronic signature and the supporting documents are issued or verifiable electronically by the issuing authorities, no hard-copy originals will be requested. Otherwise the successful tenderer will be asked for the originals before the contract is signed.
9	Lot 3, Item 3.2. The gripper arm specification refers to “Item 4 ROV”. We assume this means Item 3.1. Please confirm.	Confirmed. The reference to “Item 4 ROV” in Item 3.2 shall read “Item 3.1 ROV” . All supplementary equipment under Item 3.2 must be compatible with the ROV specified in Item 3.1.
10	Lot 3, training. Please specify the expected number of trainees,	Installation, commissioning and user training shall be provided after delivery, on site at the place of delivery, İPA, Bakırköy, İstanbul, for

No	Question (summarised)	Answer of the Contracting Authority
	and the duration and location of installation, commissioning and user training.	two (2) persons , on a date agreed with the Contracting Authority. The training is planned to last at least one (1) full day and may run into a second day if installation and commissioning require it. All related costs must be included in the Lot 3 financial offer ("Training" line of Annex IV).
11	Lot 1, Item 1.1. The title refers to "Laptop... (2 items) and Camera... (2 items)". Please confirm that Item 1.1 covers only the 2 laptops and that the cameras are covered under Item 1.2.	Confirmed. Item 1.1 covers the two (2) laptops only . The two (2) action cameras and their supplementary equipment are covered under Item 1.2.
12	Advance payment and currency. Please confirm that no advance payment applies and that 100% of the contract value will be paid in EUR.	Confirmed. Pre-financing (advance payment) does not apply to this contract (Special Conditions Art. 26.1). 100% of the contract value will be paid in EUR after provisional acceptance, as described in the answer to Question 4.
13	Bank account. Will payment be transferred directly to the contractor's registered EUR bank account as specified in the Financial Identification Form?	Yes.

B. Corrections on the Contracting Authority's own initiative

To ensure consistency across the tender dossier, the following corrections also apply:

B1	Contract Notice, point 7 (Contract description). The quantities in point 7 do not fully match Annex II. Point 7 shall read as follows, and in all cases the items and quantities in Annex II (Technical Specifications) prevail : Lot 1 – 2 laptops, 2 action cameras with supplementary equipment, 1 drone; Lot 2 – sampling, litter collection and personal protective consumables as listed under Item 2.1 (2A and 2B); Lot 3 – 1 ROV with supplementary equipment; Lot 4 – 1 in-situ multiparameter water quality measuring device (DO, temperature, conductivity/salinity, pH) and 1 spectrophotometer for nutrient analysis with reagents; Lot 5 – 3 scuba diving equipment sets, diving supplies and 3 dive computers.
B2	Contract Notice, point 11. The sentence "Contracts will be awarded lot by lot and each lot will form a separate contract" shall be read together with ITT Art. 6.2: if a tenderer is awarded more than one lot, a single contract will be concluded covering those lots (see Question 4).
B3	Contract Notice, point 17. The award criterion is "Lowest price" (see Question 2).
B4	Annex IV, column D. "DDP Sinop, Türkiye" shall read "DDP İPA, Bakırköy, İstanbul, Türkiye", and all prices are to be quoted excluding VAT (see Questions 1 and 5).

B5	Annex II, Lots 1 and 3, General Conditions. “Warranty of at least 12 months” shall read “warranty of at least 24 months after provisional acceptance” (see Question 3).
B6	Deadline for submission of tenders and subsequent dates. The original deadline of 30.10.2026 falls on an official non-working day for the Contracting Authority in connection with the Republic Day holiday of 29 October. The deadline for submission of tenders is therefore extended to 06.11.2026 at 17:00 (local time, İstanbul) . The subsequent dates of the procedure, namely the tender opening session, the evaluation of tenders, the notification of award and the signature of the contract, are postponed accordingly. The tender validity period and the required validity of the tender guarantee are calculated from the new deadline (see Section C and Question 6(e)).

C. Reminder of key dates and submission arrangements

- Deadline for submission of tenders: **06.11.2026 at 17:00 (local time, İstanbul)** — extended from 30.10.2026 (see B6).
- Tender opening session: **10.11.2026 at 10:00** — postponed from 03.11.2026 (see B6).
- E-mail submission to **ipek.altay@ipa.istanbul**: the tender files must be compressed and encrypted with a password (ITT Art. 9.1). The password must be sent only **after the submission deadline and before the opening session**.
- Tenders remain valid for 90 days from the submission deadline (ITT Art. 7.1). Tender guarantees must remain valid at least until **21.03.2027**.
- All tender documents and correspondence must be in **English** (ITT Art. 8).

We thank you for your interest in this tender procedure.

Yours sincerely,

Mehmet Akif DİŞÇİ
Financial Manager

On behalf of the Contracting Authority, İPA Stratejik Danışmanlık A.Ş.
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