

CLARIFICATION SUMMARY

RFQ/ALB/06/2026– Supply of Technical Equipment for Albanian Police Alpine Unit in the framework of the ExB Project “Enhancing Capacities of public safety agencies for emergency response in mountainous and remote areas”

Clarification Request : Submission via Joint-Venture / Consortium

We intend to submit a joint quotation as a Consortium / Joint Venture to fully satisfy the technical requirements outlined in Annex A. As this streamlined RFQ dossier does not contain standardized joint venture or subcontracting declaration templates, we would appreciate your guidance on the following:

Question 1:

Submission Structure: Is it acceptable to provide a self-drafted Consortium Agreement/Letter of Intent signed by all partners designating a Lead Partner, or does the OSCE require a specific, pre-formatted template for this procedure?

Response:

- Submissions by a consortium/joint venture submission is allowed, provided that it clearly designates one **Lead Partner**. The Lead Partner will act as the sole point of contact with the OSCE throughout the procurement process and, if awarded, during contract implementation. The Lead Partner will also be responsible for the delivery of the goods, receipt of payments, and all official communications with the OSCE. As this RFQ does not provide a prescribed consortium or joint venture template, bidders may submit a self-drafted Consortium Agreement or Letter of Intent, duly signed by all consortium members.
- The document should clearly explain the basis for the consortium arrangement by identifying the grounded reason for this consortium/joint venture, capacities, expertise, and responsibilities of each member in meeting the RFQ requirements.
- Please note that any contractual or operational arrangements between consortium members remain solely their responsibility. The OSCE will not take any responsibility or liability for disputes, claims, or other issues/outcomes arising between consortium partners.

Question 2:

Vendor Registration: We note that non-registered vendors must complete the OSCE Vendor Registration Form. Should all members of the Joint Venture submit a separate Vendor Registration Form alongside their respective business licenses, or is this only required for the designated Lead Partner?

Response:

- The Vendor Registration Form must be completed by **all consortium members**.

Question 3:

Additional Forms: Are there any other mandatory administrative forms or declarations specific to collective bidding that we need to include in our Technical Offer envelope?

Response:

- No additional documents are required beyond those specified in the tender documents.

Thank you and Best Regards,

Procurement OSCE