**RESPONSE TO QUESTIONS REGARDING TENDER 2022-08-018**

Assignment Name: *Legal Panel*

**Based on questions received, the information below is provided for clarification regarding**

**The tender referenced above. Please note if new questions are received, they will be added to this document.**

1. **Question:** Can you please confirm whether it is acceptable to submit our completed Technical and Financial proposals in PDF format (including Annex D2.1) or should any part our response be submitted in Word format?

 **Response:** Either word or PDF is acceptable

1. **Question:** Can you please confirm whether we are able to amend the format of the table in PART 3 - Areas of Expertise for ease of completion? Please see proposed format attached for your review.

 **Response:** This format captures the key details and is acceptable

1. **Question:** Please note that when trying to access your website at [http://www.idea.int/](https://eur03.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.idea.int%2F&data=05%7C01%7Ctender%40idea.int%7C0c288a240f0547cd859e08da970ad65b%7C40f2f3b3295a4dc3b356e57f3a7d4759%7C0%7C0%7C637988370808973683%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C2000%7C%7C%7C&sdata=Liuu2XzumdKzV14FjOB3l9GFD8EBAaqDAS1kPF0mKdE%3D&reserved=0) we receive the following error message and are therefore unable to view any current clarification responses.

**Response**: Our website is down at the moment and our hosting company is looking into it now. Please revisit later. Meantime sending this document in email, and this will be posted once website is running.

1. **Question:** Do you require legal support and advice on UK Law?

If yes, who currently provides legal services to IDEA in the UK?

If no, will you be looking to appoint a UK law firm to provide advice on UK Law as part of this proposal or at a future date?

**Response**: We do not specifically require support and advice on UK law, however we may do so in the future. Our plan is to contract, via a framework contract, all interested parties and then as needs arise issue service orders to the best fit law firm. We cannot disclose our current service providers.

1. **Question:** Please clarify the countries in which you operate.

**Response**: Our website - <https://www.idea.int/our-work/where-we-work> shows the countries where we currently work, although this changes periodically, as new countries are added, and other offices may be closed on project completion.