



REVENUE ADMINISTRATION MODERNIZATION PROJECT (RAMP)

ROMANIA, NATIONAL AGENCY FOR FISCAL ADMINISTRATION Revenue Administration Modernization Project (RAMP)

Questions and Answers regarding RAMP/20 – Project Management Training:

Question 1: *We would be interested in providing you with our proposal to your request for RAMP CS/20 – Project Management Training. With regards to the Request for Quotations are you only considering providers who will arrange for training venue plus training or will you consider onsite/in-house delivery where the training is delivered to you at your offices?*

Answer Q1: Regarding your question, according to our requests, included in the Annex A - Terms and Conditions of Supply: the training program shall be delivered in the form of a classroom training course, in Bucharest, Romania at a location to be provided or contracted by the Provider. Costs related to renting the classroom in Bucharest, Romania will be borne by the Provider and will be included in the price quotation. The Provider will ensure that the training is delivered in a suitable environment (classroom, conference room etc.) with all necessary equipment and furnishings, centrally located in Bucharest. Moreover, the Provider shall include in its Quotation the provision of two (2) coffee breaks and one (1) lunch for all attendants during each day of training.

Accordingly, there is no option for delivering the training at NAFA offices so venue and training services must be both offered by the Provider.

Thank you very much for your interest in providing Prince 2 Project Management Training for the Romanian National Agency for Fiscal Administration.

Question 2: *In the form of quotation you refer to “contract no.” but in the RFP we only have the Project ID, Loan No, Reference No. and Assignment Title. Can you please let me know with which information we should fill that field?*

Answer Q2: Thank you very much for your interest in providing Project Management training. Regarding your question, the field "contract no." will not be filled at this time. A contract number will be generated later on by NAFA, once the contract has been signed by all the parties involved.

Question 3: *We will be submitting a bid by email before the deadline, but I would like to check if that's all you need:*

- 1. Completed Terms and Conditions of Supply (Annex A)***

2. *Certificate to prove that we are an accredited training provider for PRINCE2*
3. *A cover letter introducing Knowledge Train and our training history*

Is there anything else that you need us to provide?

Answer Q3: Regarding the documents to be submitted, we confirm that it is necessary for you to send us the completed Terms and Conditions of Supply (Annex A), including the Form of Quotation and the certificate to prove the accreditation to deliver Prince2 Project Management Training, together with any other documents that you consider relevant for the assignment.

Question 4: *The Contract price required on the form of quotation, is that the total price including everything (tax) for 10 people, or is that the Unit price including tax?*

Answer Q4: The Contract Price required in the Form of quotation is the total price for 10 (ten) people including all expenses and taxes imposed