

### Catalogue of Questions from Bidders

Client: German Red Cross – General Secretariat  
 Tender name: Provision of consultancy services to evaluate the Anticipation Hub Strategy 2021-2024  
 Tender number: Evaluation AH 2024-11  
 Manager: Alessandra Gilotta, Anticipation Hub Lead, Team 64 Knowledge and Innovation, Division 6 International Cooperation  
 As of: 06<sup>th</sup> November 2024

*Bidders are obliged to take note of the answers listed below that the client provided in response to questions of potential bidders in the context of the tender specified above. The answers represent changes, additions and specifications of the tender documents; they hence constitute an integral part of the tender documents and become a legally binding part of the contract.*

No.	Reference	Question(s)	Answer	Answer was provided on:
1.	Evaluation Budget	What is the expected or maximum amount the Hub is expecting to spend for the project?	<p>Pricing is evaluated based on the Terms of Reference (Section 8.3) with a weight of 30% of the total offer evaluation (net price) by calculating the ratio of the lowest offer to the offer being assessed, then multiplying by 100 and the assigned percentage weighting factor (30%) —((price of the lowest offer / price of the evaluated offer) x 100) x weighting factor = PPV. While we are unable to disclose exact details regarding the budget, it would range between 15.000 and 25.000 euro (19 % VAT included).</p> <p>However, we want to remind prospect consultants that this is a strategic investment for the Anticipation Hub, which will inform and guide the development of the Anticipation Hub’s new strategy based on needs and</p>	04.11.2024

			emerging trends in the anticipatory action community and beyond.	
<b>2.</b>	Evaluation Overhead costs	What is the expected or maximum overheads amount to be charged?	According to the Terms of Reference, data collection is expected to be conducted remotely. However, the applicant will be responsible for specifying the associated overhead costs based on their proposed evaluation methodology and work plan.	04.11.2024
<b>3.</b>	Individual or Group applications	Can I apply as a team of two consultants, or is the expectation for a single consultant?	As per the Terms of Reference, interested consultants are free to apply as individuals or as part of an evaluation team.	06.11.2024