

Catalogue of Questions from Bidders

Client: German Red Cross – General Secretariat
 Tender name: Team Workshops and Leadership Coaching (2024-2025)
 Tender number: 2024-01-001 T63
 Manager: Silvia Sanz-Ramos, Team Lead, Team 63 Movement and Institutional Partnerships, Division 6 International Cooperation
 As of: 10th April 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.	G) Content of application dossiers to be submitted, 5. Financial offer	How are travel cost to be shown in the financial offer and to what extent will they be covered?	Travel cost need to be part of the overall financial offer but shown separately from the workshop/ coaching rates. Travel cost need to comply with the Federal Travel Cost Act (Bundesreisekostengesetz).	08.04.2024
2.	H) Requirements for submission of quotes, presentation of offers, correspondence	One of the email addresses does not work, what is the correct one?	All submissions and enquiries should be sent to the following 3 email addresses: Ausschreibungen-T63@drk.de [corrected from the original tender documents] s.schneider@drk.de v.schmitt@drk.de Please reference the tender in the subject header and submit documents with password-protected attachments, with the password sent in a separate email to the same addresses.	10.04.2024
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