

# ECMWF Copernicus Procurement

## Request for Proposal



## CLARIFICATIONS

Clarifications issued 5 May 2025

RFP Ref: C3S2_522_bis
ISSUED BY: ECMWF Administration Department Procurement Section



Funded by the European Union

Implemented by



We are pleased to provide the following clarification responses to questions received:

## 1 Ref: C1\_C3S2\_522\_bis

### Question:

I am considering submitting a proposal in response to this call as a freelancer. Could you please confirm whether I am eligible for that?

### Answer:

We hereby confirm that individuals (natural persons) who are nationals of European Union Member States or Copernicus Participating States are eligible to participate in Copernicus RFPs. For further details, please refer to section 2.3.1 of the RFP document. Individuals should complete the Legal Entity form for individuals, provided as part of Annex 2 – Forms to Complete, and include it in their response.

## 2 Ref: C2\_C3S2\_522\_bis

### Question:

Annex 1 to the Request for Proposal - "Specification of requirements" indicates on page 13 that "the service will be covered by a contract of up to 36 months and an allocated budget of up to 200.000 EUR" but what is a minimum acceptable contract duration time and is there a minimum (or maximum) number of expected working days per year? Or maybe all these aspects are the subject of the competition?

### Answer:

Annex 1 to the RFP ("Specification of Requirements") outlines the indicative tasks comprising the scope of consultancy support. This list is not exhaustive and other tasks falling under the overall scope of service requirements may be added. In addition, it should be noted that some of the tasks are dependent on inputs from other streams of work in C3S, therefore the scope of these tasks may be adjusted to better fit the evolving needs.

While the contract duration is capped at 36 months with a total budget of up to €200,000, there is no predefined minimum contract duration or specified number of working days per year. These aspects – such as actual duration and volume of work – are subject to the competition and will be shaped by the proposals received and the evolving requirements.

Respondents are requested to provide a daily fee rate for the delivery of the consultancy services, along with cost estimates for potential mission scenarios. The daily fee rate is expected to be fixed over the duration of the contract and payments for services delivered will be made based on actual days worked and upon acceptance of the deliverables.