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# Programming of the Interreg Alpine Space programme 2028-2034

## Questions and answers

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### Question 1: Geographical location of the service provider

*“I would like to ask if the offer can be prepared by an organization from Northern Europe, namely Sweden?”*

**Answer:** There are no requirements or restrictions regarding the geographic location of the service provider; therefore, an offer may be prepared by an organization based in Sweden. Please note, however, that bidders are expected to demonstrate a solid understanding of the specific characteristics and needs of the programme area, be ready to travel to meetings in the Alpine area as described in the tender document, should the contract be awarded, and to ensure full compliance with all other requirements set out in the document.

### Question 2: Impact on Participation in Future Alpine Space Calls

*“May I kindly ask you whether the submission of an offer and, eventually, the contract awarding may affect the participation of the submitting organisation in the new Alpine Space calls, in terms of exclusion or limitation.”*

**Answer:** The submission of an offer in this procurement procedure and any potential contract award will not affect the bidder’s eligibility to participate in future Alpine Space calls. There is no exclusion or limitation arising from this tender.

### Question 3, 4 and 5: Transnational Workshops

*“Concerning the transnational workshops, how many participants are expected to take part?”*

**Answer:** The number of participants for the transnational workshops is not fixed at this stage and should be defined and further elaborated by the contractor in the stakeholder engagement plan.

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Based on experience with similar prior initiatives, a range of approximately 40-80 participants per workshop is realistic.

*“When looking at the timeline, one of the stakeholder workshops is to be held back-to-back to one of the task force meetings. Can a week time be considered to be “back-to-back”?”*

**Answer:** It means that the stakeholder workshop should take place immediately before or after the task force meeting, without a significant gap in between. A one-week interval would not be considered “back-to-back”.

*“A stakeholder process is to be designed. Among other formats, transnational stakeholder workshops are to be foreseen. Would you expect these workshops to take place in physical/in-person formats, or are we free to propose alternative formats?”*

**Answer:** In general, bidders are free to propose alternative formats for the stakeholder workshops, where they consider these to be effective and appropriate. However, the contracting authority would welcome it if at least one of the transnational stakeholder workshops is organized in a physical, in-person format to facilitate direct exchange and networking among participants.

## Question 6: Mission Statement

*“On pages 4 and 10 the development of a “Mission Statement” is mentioned. Is a detailed, consensually agreed “mission statement” expected, or is a mission statement that forms part of the “strategy” (chapter 1) sufficient?”*

**Answer:** A concise mission statement is to be elaborated jointly with the Task Force and should be consensually agreed. It is expected to serve as a foundational element for the strategy (Chapter 1), guiding its development and overall direction. As a reference, please see the mission statement as set out in the current Alpine Space programme document.

## Question 7: Territorial Analysis

*“Should the territorial analysis mainly synthesise existing sources, or is additional data collection and analysis expected?”*

**Answer:** Please refer to Chapter 3, subchapter ‘Territorial Analysis’ of the tender document. As



specified therein, the contractor shall develop a concise analysis of territorial needs and gaps primarily based on existing data and relevant documents. Where necessary, this may be complemented by the provision and analysis of additional data.

## Question 8: Drafting of the Interreg Plan Chapter (IPC)

*To what extent is the contractor expected to support the drafting of the Interreg Plan Chapter (IPC) text itself?*

**Answer:** Please refer to Chapter 3 of the tender document. As specified therein, the contractor is expected to contribute substantively to the preparation of the Interreg Plan Chapter (IPC). This includes, inter alia, the delivery of a concise document summarising the territorial analysis for the IPC, as well as a consolidated version of the Strategy Chapter, including a detailed description of the programme measures, ready for inclusion in the IPC.

## Question 9: Formal Requirements

*“Is there an expected or recommended length and format for the technical offer (e.g. page limit, written document such as PDF, presentation format, or specific structure)?”*

**Answer:** Please see Chapter 4 ‘Submission Requirements’ of the tender document. As specified therein, offers shall be submitted in English and in electronic format (PDF) via email to [alpine.space@salzburg.gv.at](mailto:alpine.space@salzburg.gv.at) by 15 May 1pm CET. There are no further specific requirements regarding the length, format, or structure of the technical offer.

The Financial Offer shall be prepared based on the template provided in Annex 1 of the tender document. Incomplete offers, offers submitted after the deadline or in hard copy only will be excluded from the selection procedure.