



**Ministry of Environment
of Denmark**

Tender specifications for advertising

of

*a project within the auspices of the Nordic Working Group for Climate and Air (NKL)
regarding*

**NKL-2418 Integrated Strategies for air and climate mitigation
measures to reduce emissions of Ammonia, Nitrogen, and Methane
from the Agricultural Sector in the Nordic Countries**

13.03.2024

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1 TENDER SPECIFICATIONS

1.1 Introduction

These procurement documents elaborate on the advertisement at www.udbud.dk of 13.03.2024.

The procurement procedure concerns a public contract for a project of a total contract value during the course of the contract of less than DKK 1.043.126 kr., exclusive of VAT, which is of cross-border interest. The project is advertised at udbud.dk pursuant to sections 191-192 of the Danish Public Procurement Act¹ and section 10 of Executive Order No. 1572 of 30 November 2016.

The contract is advertised as an open procedure.

All interested parties are hereby invited to submit tenders for execution of the project in accordance with the specifications in these procurement documents. Both research and policy institutions and consultancies can apply. Applicants may be individual research institutions or consortia of institutions. The language of all the publications as well as communication with the steering group is English, however, the final published report shall have a summary both in English and in a Scandinavian language and parts of the data collection may require language skills covering all Nordic countries. The steering group meetings are to be arranged within office hours in the Nordic countries.

The project is commissioned by the Nordic working group for Climate and Air (NKL) and the Nordic Visions project Climate Transition in the Nordics (KloN) under the auspices of the Nordic Council of Ministers. The Ministry of Environment of Denmark is hosting the Secretariat of the NKL and therefore carries out the procurement of the project.

1.2 The contracting authority

The contracting authority under this procurement procedure is:

The Ministry of Environment (MIM)
on behalf of the Nordic working group for Climate and Air (NKL)
Frederiksholms Kanal 26
1220 Copenhagen K

In these tender specifications the contracting authority will henceforth be referred to as “the Contracting Authority”.

Contact: Anna Maria Gran, NKL-coordinator
E-mail address: anra@mim.dk

¹ Act No. 1564 of 15 December 2015 and subsequent amendments.

All communications must be sent by e-mail and be written in English.

In case of discrepancies between the Contracting Authority's written statements and oral declarations, the written statements shall prevail in all respects.

1.3 Description of the project

The overarching objective of this project is to illustrate and evaluate existing approaches in the Nordic countries and develop new examples of integrated strategies aimed at reducing emissions of ammonia, nitrogen, and methane from the agricultural sector in the Nordic countries. By doing so, the project seeks to demonstrate and to share knowledge on how mitigating the negative impacts on both climate and air quality at the same time can serve to meet targets under several international agreements.

1.3.1 Background

The emissions of ammonia, nitrogen, and methane from the agricultural sector have been identified as significant contributors to both air pollution and climate change. The Nordic countries have committed to reducing their emissions in line with international conventions and agreements. However, existing national action strategies predominantly focus on mitigating negative environmental impacts in isolation, without considering the interconnected or holistic effects on several areas. Consequently, mitigation measures being targeted to reduce climate change can have negative effects on air pollution by increasing emissions and vice versa. Looking at several areas at the same time would bring a greater overall environmental benefit and reduce the risk of implementing measures that solve one problem but worsen another.

Developing integrated strategies for climate and air pollution in the agricultural sector focusing on measures reducing both ammonia, methane, and nitrogen, would help the Nordic countries to work for multiple national goals as well as towards their commitments under several international conventions and agreements.

An integrated strategy in this context is a comprehensive plan containing a mix of measures designed to reduce emissions towards specific goals and implemented through policy measures. A measure is in this context meant as a technical or behavioral action that reduces one or more emissions.

For air pollution all Nordic countries are Parties to the UNECE Convention on Long Range Transboundary Air Pollution. The 8 protocols set binding emission reduction targets on a large number of pollutants including the metals mercury, leads, cadmium and a large number of Persistent Organic Pollutants (POP), and in the most recent protocol, the so-called Gothenburg Protocol, SO₂, NO_x, NMVOC, NH₃, PM_{2,5} (including BC). The Gothenburg protocol will enter a revision phase in 2024. Under the EU air pollutants are regulated in the Ambient Air Quality Directives, currently under revision, and the National Emission Ceilings Directive as well as in sector specific legislations.

For climate the agriculture is part of the so called ESR sector in the EU covering all greenhouse gas emissions not covered by the existing EU ETS or the Land Use, Land Use Change and Forestry Regulation. The Effort Sharing Regulation (ESR) establishes for each member state a national target for the reduction of greenhouse gas emission by 2030 in domestic transport (excluding aviation), buildings, agriculture, small industry and waste. EU Member States have new emission reduction targets ranging from 10 to 50 percent in 2030 compared to 2005 levels. Sweden, Denmark

and Finland all have the highest target to reduce greenhouse gas emissions from the ESR sector by 50 percent to 2030. In addition to establishing targets for the reduction of emissions by 2030, the Effort Sharing Regulation also defines annual emission limits for the years 2021 to 2030 which make it urgent to reduce greenhouse gases also from the agricultural sector. The EU Climate Law also requires the European Commission to make a legislative proposal for a 2040 climate target, which they put forward in the beginning of February 2024. The European Commission recommended a 90% cut on 1990 levels by 2040 to complement the existing targets to reduce net emissions 55% by 2030 and 100% by 2050. Although agriculture accounts for around 10% of the EU's greenhouse gas emissions, there was no specific target for farmers to reduce their emissions in the final proposal. It will be up to a new EU Commission and Parliament, formed after European Parliament elections in June, to pass the final target.

The Global Methane Pledge (GMP) commits members to a collective goal of reducing methane emissions by at least 30 per cent by 2030, compared with 2020 levels. All Nordic countries are participating in the GMP and have submitted an EU methane action plan, as well as developed national action plans.

Efficient incentives mechanisms will be needed for the agriculture in order to contribute to the decided goals on air pollution and climate. The Nordic countries use different policy measures today and have somewhat different plans for the way forward. One large common incentive structure for the Nordic countries is EU:s common agricultural policy (CAP). The current program period is 2023-2027 and the next will start from year 2028.

1.3.2 Project objectives

The overarching objective of this project is to illustrate and evaluate existing approaches in the Nordic countries and develop new examples of integrated strategies aimed at reducing emissions of ammonia, nitrogen, and methane from the agricultural sector in the Nordic countries. By doing so, the project seeks to demonstrate and to share knowledge on how mitigating the negative impacts on both climate and air quality at the same time can serve to meet targets under several international agreements.

Strong incentives are needed to implement measures. An additional objective is to map both the existing and planned incentive mechanisms for both climate and air quality issues related to ammonia, nitrogen, and methane from the agricultural sector in the different Nordic countries and on an EU-level to improve knowledge sharing.

Specifically, the project aims to:

- **Illustrate** how existing and potential agricultural mitigation measures, their documented effects and integrated strategies can be formulated to simultaneously reduce emissions of ammonia, nitrogen and methane. Also showing by graphics how they contribute to fulfilment of the Nordic countries' commitments under relevant international agreements and conventions related to air quality and climate.
- **Provide** a Nordic guide for policymakers that describes measures with potential to reduce ammonia, nitrogen and methane that benefit both air and climate as well as the effects (both synergies and conflicts) to other environmental and society goals.

- **Mapping of the incentives** for emission reductions related to climate and air in the agricultural sector in the Nordic countries as well as sharing knowledge and discuss possibilities between countries.
- **Advise** the Nordic countries on how integrated strategies in the agricultural sector can help fulfil commitments under various international conventions related to air quality and climate change.

1.3.3 Target group

The target groups are policy makers on national, regional, and local level. The results of the project can help in deciding what the most cost-effective strategies are that help abate emissions of ammonia, nitrogen and methane without negatively affecting climate or air pollution goals, and the same time showing effects on relevant other goals.

In addition, countries could be inspired by sharing knowledge on different climate and air pollution related incentive mechanisms to enhance the green transition within the agricultural sector.

1.3.4 Tasks

The project will adopt an interdisciplinary approach and consist of literature reviews and in-depth technical and socio-economic analyses as well as communicative efforts to share knowledge between Nordic countries and beyond. Tasks will encompass:

1. Compilation of an overview of the Nordic countries' current emissions of methane, ammonia and other nitrogen compounds as well as relevant international agreements related to air pollution and climate change, current and upcoming goals and regulations in the agricultural sector.
2. Comparative study of emission abatement measures for ammonia, methane and nitrogen within the agricultural sector in the Nordic countries, including their costs, a summary of the latest knowledge of effects from studies and research in the Nordic countries and a discussion of the differences, means of reduction (initiatives and effects) as well a discussion of the cause of differences. The results of this task will be assembled in an easy to understand guide for policymakers.
3. Identification of potential synergies and conflicts between measures targeting the climate and air pollution effects of agricultural emissions, as well as to other relevant environmental goals.
4. Identification of the most efficient mitigation strategies taking both air pollution and climate goals into consideration. Including also the barriers for using such integrated strategies, including for example knowledge gaps and ways of communication.
5. Assessment of how integrated strategies can contribute to fulfilment of the Nordic countries' commitments under the international agreements identified.
6. Demonstration of the practical applicability and the potential to influence national and international policies and practices in the agricultural sector including good examples.
7. Identification of both existing and planned incentives for both air pollution and climate emission reductions related to methane, ammonia and nitrogen in the agricultural sector in the Nordic countries, including also incentives from the EU.

8. Sharing the knowledge of incentives mechanisms between the Nordic countries through dialogue in a suitable format.
9. Elaborate recommendations for policy makers (both on national, local and regional level)
10. Elaborate recommendations for further Nordic cooperation.

1.3.5 Output and communication of project results

The outputs of the project will be:

- **A. A short project description (DL 17.05.2024):**

A short project description, including expected outcomes, (one A4) in English. The project description can be used to communicate about the project, e.g. as a press release or online.

- **B. A report describing the work and the results, including recommendations (DL draft first draft report for comments from steering group 15.09.2024, final manuscript for comments 01.10.2024, final draft for publication 11.10.2024):**

The study is to be compiled into a main report for web publication structured according to the Nordic Council of Ministers' publishing guidelines. For more detailed technical information, see the guide for publication (<https://www.norden.org/en/information/due-release-publication>). The format will be decided when receiving the first draft report. The project manager and NKL contact person or coordinator and the NCM publication unit will be in dialogue with regard to the project report. English should be used as the reporting language to enable international dissemination of the results, but a short summary within the report should also be in a Scandinavian language. The translation is the responsibility of the supplier, and the costs of the supplier's supporting the NCM graphic designer with necessary information for web publishing, translation of the summary and language check shall be included in the project budget. However, the actual cost for web publishing and graphic design will be covered by the NKL. The steering group and NKL will decide if the project report shall be published online by the Nordic Council of Ministers at www.norden.org. NKL will decide if the publications should be printed, when the work is completed. Costs of printing the publications will not burden the project budget.

- **C. A policy brief with main findings of the study (Draft policy brief for final comments from steering group DL 03.10.2024, final manuscript policy brief to be sent to NCM Publication Unit 15.10.2024):**

Nordic web-based guide of mitigating and integrated measures using visual graphics to show both the emissions affected by a certain measure as well as the magnitudes and connections with recommendations (included also in the report).

The main report and policy brief will be made publicly available free of charge through the Nordic Council of Ministers' (NCM) website and relevant dissemination channels, if not otherwise decided by the steering group.

- **D. Draft LinkedIn posts and tweets to spread the results of the report (DL 15.11.2024)**
The supplier must prepare Social Media posts to help spread the report when the time of web publication
- **E. A power point with main project features and results (DL 01.11.2024)**
A copy of the power point files used in the webinars below to communicate the main results which can be used by the steering group or NCM to present the project in additional outreach activities beyond this project (see output G).
- **F. Standard NCM final report with accounts (DL 2.12.2024):**
A short final report with accounts for internal reporting purposes to be submitted to and approved by the NKL/MIM before the disbursement of the final payment. The template for this document will be sent by the NKL coordinator upon request.

The results will be communicated by:

- **G. Webinar (DL: 31.12.2024):**
Organizing a webinar with relevant stakeholders in the Nordic countries to present and discuss the results on integrated strategies and incentives with recommendations. A suitable timeline is to be suggested by the project supplier, but could be adjusted in dialogue with the project steering group. The presentation(s) (including format and audience) is to be finalised in consultation with the steering group after suggestions by the supplier. The webinar should be streamed and made available afterwards for viewing on the Nordic Council of Ministers' Youtube channel, and should follow EU requirements on accessibility e.g. subtitles and name tags. The supplier is responsible for the technical solution for the streaming, but should coordinate with the NCM communication department with regards to formats for the NCM website.
- **H. Nordic Air Pollution workshop presentation in Copenhagen (expected 7-8 October 2024, Copenhagen):**
Presentation at a Nordic workshop on future Nordic initiatives within air pollution, to be arranged in Copenhagen in October 2024.
- **I. International communication (November-December 2024)**
Make the results available to relevant groups under the EU and the UNECE Air Convention (CLRTAP EB meetings 9-12. December 2024) and to the UNFCCC COP29 (11-22 November 2024) in the Nordic pavilion or the like, as well as in relevant groups and activities in the climate area, both on global, European and Nordic level. The supplier should calculate on 1 physical meeting and 1-2 virtual meetings for international communication.

- **J. The project manager will present the status of the project to the steering group at their meetings:**

The project manager must be prepared to present the status of the project to the steering group at their meetings (online) as a minimum according to the time schedule, to be prepared by the project manager.

1.4 Role of the steering group

A steering group will be appointed to approve milestones, directions, plans of the project and to evaluate and approve status and the final report. The group will consist of approx. 4-8 Nordic national experts and NKL's coordinator.

There will be approximately 3-4 steering group meetings during the project that are to be coordinated by the project manager. The format of the meetings is video/teleconference. The project manager will prepare agendas and minutes for all the steering group meetings and coordinate a suitable time frame for the meetings. The project manager will gather and process comments from the steering group's different members to drafts of the products specified under output.

1.5 The contract period

The contract period is expected to be 08.05.2024 - 31.12.2024

The NKL group's mandate expires 31.12.2024, why a strict timeline must be applied.

1.6 Procedure, suitability criteria and tender evaluation

1.6.1 Procurement procedure

In open procedures, all interested suppliers may submit tenders. The tenders received will be evaluated in two stages: the evaluation of suitability stage and the award stage.

The purpose of the evaluation of suitability is to ensure competition between tenderers that are suitable to pursue the tendered project. The evaluation of suitability will be based on the information requested in item 1.6.2, "Suitability criteria".

In the award stage, a evaluation committee consisting of the Nordic authorities that will be taking part in the steering committee, will make a evaluation of the tenders received. Based on the evaluation, it will be decided which tenderer is to be awarded the contract. The contract will be awarded on the basis of the award criterion stipulated in item 1.6.4.1, "Award criterion" and 1.6.4.2,

”Sub criteria”.

1.6.2 Suitability criteria

1.6.2.1 The legal person

The tenderer shall state clearly and unequivocally the legal person that is the tenderer and thus liable to the Contracting Authority.

1.6.2.2 Tender submitted by a consortium

If a tender is submitted by a consortium comprising several liable tenderers, the individual legal persons shall be stated clearly and unequivocally, in addition to a joint agent with whom the Contracting Authority may enter into a contract that is binding on the consortium. The participants have joint and several liability. If a consortium is awarded the contract, each member of the consortium shall issue a written statement on joint and several liability for the performance of the contract.

Participating in a consortium means that several businesses combine to jointly complete the tendered project, which might e.g. have been too large for them to complete individually. The use of sub-contractors to complete the project does not constitute a consortium.

To the extent that the tenderer is a consortium, the statements and information given below under item 1.6.2.4, ”Conditions of participation”, item 1.6.2.5, ”The tenderer's financial and economic suitability” and item 1.6.2.6, ”The tenderer's technical and/or professional suitability” shall be submitted for all members of the consortium. If the Contracting Authority demands references under item 1.6.2.6, and the Contracting Authority has determined a maximum number, the Consortium may, however, submit only the maximum number in total.

Overall, the Consortium shall be required to fulfil the minimum requirements only if such requirements have been stipulated. By way of exception, however, the consortium members' sums insured cannot be added up with a view to fulfilling the minimum requirement, if a minimum requirement for insurance cover has been stipulated. In such cases, at least one of the members or the actual consortium must be able to document their fulfilment of the minimum requirement.

1.6.2.3 Use of sub-contractors

If the tenderer intends to use sub-contractors to carry out the tendered project or elements thereof, the tenderer must state clearly and unequivocally in its tender the names of the sub-contractors as well as the elements of the project which the tenderer intends to sub-contract.

The statements and information given below shall not be submitted for sub-contractors, since the supplier is responsible and liable for the work of any sub-contractors.

1.6.2.4 Conditions of participation, the tenderer's own situation

The Contracting Authority will evaluate the tenderer's suitability to perform the tendered contract. The suitability evaluation may comprise the tenderer's own situation, financial and economic suitability and technical suitability.

1.6.2.5 The tenderer's financial and economic suitability

The tenderer shall present the following proof of its financial and economic suitability:

The business' turnover of latest financial year. The minimum requirement is a turnover of minimum the amount of the budget of this contract.

If the tenderer is unable to present the required proof, the tenderer shall seek to otherwise prove its economic and financial suitability by submitting appropriate documents. In such case, the tenderer shall refer to the circumstance relied on by the tenderer as valid grounds for not presenting the required documents. The contracting authority cannot assess beforehand which kind of documentation will be accepted, as this assessment may also depend on the statement submitted by the tenderer. The Ministry of Environment cannot provide a standard guarantee formula for the used document.

The purpose of the set minimum requirement for turnover is to ensure that the contract will be entered into with a supplier who has sufficient economic ballast or financial security to be able to perform the task.

The tenderer can seek further guidance in the Danish Public Procurement Act with accompanying commentaries (in Danish).

English version: <https://www.kfst.dk/media/54435/the-public-procurement-act.pdf>

Danish version (with commentaries): <https://www.retsinformation.dk/eli/ft/201512L00019>

1.6.2.6 The tenderer's technical and professional suitability

The tenderer shall enclose the following as means of proof of its technical and professional suitability:

1. The business' references. A minimum of one and a maximum of five references shall be enclosed for projects similar to the tendered contract, which the tenderer has completed within the tendered area in the last three years as from the date of publication of the advertisement. The reference list shall include the following information:

- A brief description of the project and its relevance with respect to the tendered project;
- statement of the business that obtained the reference (this is only a requirement if the reference is based on a sub-contractor, or if it is provided in connection with a consortium);
- the contact person at the business/public institution for which the project was carried out;
- the contract period; and
- the contract value.

The Contracting Authority reserves the right to contact the references stated to check the content of

the references stated.

2. A short description of the tenderer's organisation, VAT number and number of employees.

1.6.3 Budget

The budget is **950.000** DKK (excl. VAT). The allocated budget shall cover all ordinary expenses for carrying out the project as well as all related travel, meeting and finalization of the web publication process, however the graphic design and publication costs will be covered by the NKL group. The project provider is obliged to support the NCM publication unit with regards to questions related to manuscript, original files to graphs and tables etc. in accordance with the NCM publication guidelines. Tenders exceeding the maximum budget will not be taken into consideration. A lower overall budget is not a competitive advantage (see instead 1.6.2.4 Sub-criteria).

1.6.4 Tender evaluation

1.6.4.1 Award criterion

The supplier is selected on the basis of the award criterion: best price quality ratio (the financially most advantageous tender).

1.6.4.2 Sub-criteria

The evaluation of the financially most advantageous tender will be based on the criteria below with the weighting stated:

- a) the coherence of the work plan and methods, that is, the coherence between the objectives (as defined in this request for tenders) and the proposed activities/tasks, expected results and budget, incl. coherence of price and time/salary per hour and resources allocated to each activity, including the clarity of methods, innovativeness and suitability of the methods for implementing the task (40%)
- b) the proven knowledge about abatement measures in the agricultural sector and related incentive mechanisms with focus on Nordic countries being implemented and integrated into policies in the Nordic countries. (25%)
- c) the general competence and qualifications of project workers as well as their previous experience in the field (25%)
- d) the quality and spread of Nordic network, including description of Nordic contacts to be used in the project to cover all Nordic countries within the report (10%)

1.6.4.3 Point model

On evaluation, it is estimated how many points each tender should have for each of the quality sub-criteria, using the following absolute point scale of 1 to 9:

- 9 Best possible compliance with the criterion
- 8 Excellent/superior compliance with the criterion
- 7 Good/highly satisfactory compliance with the criterion
- 6 Above average compliance with the criterion
- 5 Average /satisfactory compliance with the criterion
- 4 Below average compliance with the criterion
- 3 Less satisfactory compliance with the criterion
- 2 Inadequate compliance with the criterion
- 1 No compliance with the criterion or minimum requirements

When the tenders have been received, a specific evaluation will be made by the Nordic working group for Climate and Air (NKL), or the Nordic steering group appointed by the NKL, of the tenders received within the deadline. The group will decide which tenderer that has submitted the financially most advantageous tender, based on the criteria.

1.7 Tender conditions

The tenderer shall submit its tender based on these procurement documents. The final contract shall be awarded on the basis of the enclosed draft contract, cf. Appendix 2.

The procurement process is open to both international and Nordic tenderers. NKL does not require any specific format for the tenders. Nevertheless, the tender should not be longer than 20 pages (appendices described in 1.6.2.6 excluded) and each CV should be max two pages long (CVs excluded within the 20 pages). Applicants are strongly urged not to include personal sensitive information in the CVs attached. Only relevant project references are to be included. The time spent for each task should be indicated by hours (and total hours) and the proposal must include the hourly rate per project participant and the amount of hours per participant to be used within the project.

1.7.1 Tender deadline, recipient of tenders etc.

Tenders must be received by the contracting authority by 17.04.2024 at 23.55 CET.

All the needed documents have to be delivered by this time. Any material that has arrived after the deadline shall not be taken into consideration.

All tenderers are expected to be informed about the results by 03.05.2024.

The project is planned to be launched 08.05.2024 and finished by 31.12.2024.

Tenders *must* be sent by e-mail to udbud@mim.dk

Attn. Nordic Working Group on Climate and Air (NKL)/Anna Gran
c/o Ministry of Environment of Denmark, Department

The following must be entered in the subject line of the e-mail:

Procurement procedure for: NKL-2418 Integrated Strategies for air and climate mitigation measures within Agriculture

In particular, it should be noted that tenders may be submitted solely to the e-mail address stated (udbud@mim.dk), and that any tenders received by ordinary mail and/or delivered to other email addresses will be rejected.

Tenders that are received in due time will be processed after the tender deadline. The tenderer is not admitted to attend the opening of tenders.

The tenderer is assumed to maintain its tender for a period of three months as from the tender deadline.

The Contracting Authority shall not consider the procurement procedure completed until the contract, cf. Appendix 2, has been signed by both parties. Regardless of whether the contract is awarded to another tenderer, the tenderer shall be bound by its tender until the Contracting Authority has concluded the contract, but no longer than for the maintenance period stated above.

1.7.2 Minimum requirements for content, presentation etc. of the tender

The tender must contain the following in addition to project proposal, budget, CVs and timeline:

1. A letter of tender clearly stating the legal person or organisation submitting the tender and any use of sub-contractors etc., cf. item 1.6.2.1, "The legal person", item 1.6.2.2, "Tender submitted by a consortium" and item 1.6.2.3, "Use of sub-contractors".
2. Documentation of the requested information concerning the tenderer's financial and economic suitability, cf. item 1.6.2.5, "The tenderer's financial and economic suitability". Documentation of the requested information concerning the tenderer's technical and professional suitability, cf. item 1.6.2.6. "The tenderer's technical and professional suitability".
3. Descriptions and documentation of the stated sub-criteria in the specified form, cf. item 1.6.4.2, "Sub-criteria".
4. Notification of processing personal information - Annex 1 to the Tender specifications must be filled in and signed by the Tenderer and comprised in the tender. The appendix 1 should be submitted individually by all participants in the consortium, if the tenderer is acting within a consortium.

The Contracting Authority reserves the right to correct or remedy formal errors and omissions in the tenders received in compliance with section 159(5) and (6) of the Public Procurement Act.

If the tender received contains more references than the stipulated maximum, the Contracting Authority reserves the right to contact the tenderer to request submission of a correct reference list within a short period of time determined by the Contracting Authority.

Tender prices must be stated in DKK, including duties and fees, but exclusive of VAT, cf. further information on terms of payment etc. in the draft contract, cf. Appendix 2.

1.7.3 Language

The tender and related appendices and any written questions asked during the procurement period shall be in English.

1.7.4 Contractual basis

The contract shall be concluded on the basis of the enclosed draft contract, cf. Appendix 2.

The contract establishes the obligations and rights that will be applicable between the contracting parties in relation to provision of the services comprised by this procurement procedure. It should be noted that the basic terms of the draft contract cannot be changed.

The tenderer's standard terms will not be part of the contract basis. This applies even though the tenderer encloses its own terms on submission of the tender, delivery, order confirmation or invoicing, etc. See also item 1.7.8 on reservations.

1.7.5 Cancellation

Until completion of the procurement procedure by conclusion of the final contract, the Contracting Authority reserves the right to cancel the procurement procedure and subsequently possibly carrying out a new procurement procedure, provided the reason for cancelling is not unjustified. Any cancellation will be accompanied by a letter to all tenderers stating the reason for the cancellation.

1.7.6 Costs of participation

Tenderers participate in the procurement procedure for their own account and risk, and any costs or losses incurred by tenderers are of no concern to the Contracting Authority, including if the Contracting Authority should decide to cancel the procurement procedure without awarding a contract.

1.7.7 Variants

No variants are accepted.

1.7.8 Reservations

The tenderer is not entitled to make reservations with respect to basic elements of the overall procurement documents, including the provisions of the Contract. If the tenderer encloses standard terms, the Contracting Authority will assess whether they contain reservations regarding the procurement documents.

Reservations with respect to basic elements such as the price quoted, deadlines fixed and the draft contract will result in the tender being considered non-compliant.

If possible, any reservations not concerning basic elements of the overall procurement documents will be priced by the Contracting Authority, and such price will be added to the tenderer's tender price. The Contracting Authority is also entitled to refrain from considering these tenders, however.

Any reservations must be clearly stated.

1.8 Questions and corrections

If the tenderer deems elements of the documents and the procurement procedure to be unclear or inappropriate, the tenderer is encouraged to ask written questions to the two email addresses below:

angra@mim.dk

Amanda.Hagerman@Naturvardsverket.se

Questions received no later than 05.04.2024 can be expected to be answered in a Q&A on www.udbud.dk. The Contracting Authority will endeavour to answer all questions no later than two working days before the tender deadline. Questions sent during the period 25.03.2024 - 01.04.2024 may not be expected to be answered until after the 01.04.2024

Questions, answers and any corrections will be published in an anonymous form at www.udbud.dk.

It is the tenderer's responsibility to keep current with any published questions and answers as well as corrigenda before expiry of the tender deadline, since non-conforming tenders are the tenderer's responsibility.

1.9 Confidentiality

When preparing its tender, the tenderer should be aware that documents related to the Contracting Authority's procurement procedure, including tenders received, may be comprised by rules of law on right of access to documents within public administration authorities. This means that competitors etc. may request access to documents in connection with tenders submitted. According to the practice of the Complaints Board for Public Procurement, requests for access to documents from other businesses also participating in the procurement procedure must be granted after the circumstances. However, the evaluation of such request shall take into account whether the business submitting the tender has requested that parts of the tender be kept confidential and has to that effect indicated the information/elements of the tender to be kept confidential.

If the tender contains information or elements that the tenderer wants to be excluded from right of access, the tenderer is therefore encouraged to state this in its tender. Notwithstanding the tenderer's statements about confidentiality, however, the Contracting Authority will be entitled and under an

obligation to allow access to the documents to the extent this is stipulated by law. The Contracting Authority shall decide whether to allow access to documents after hearing the business for the information of which access is requested.

1.10 Schedule

The procurement procedure shall be carried out in accordance with the following schedule:

13.03.2024	Advertising at www.udbud.dk .
05.04.2024	Deadline for receiving questions to the tender procedure <i>(questions sent during the period 25.03.2024-01.04.2024 may not be expected to be answered until after the 01.04.2024)</i>
17.04.2024	Tender deadline
03.05.2024	Expected announcement of award decision.
07.05.2024	Expected award of contract.
08.05.2024	Expected entry into force of the contract.
13.05.2024 – 15.05.2024	Expected days suitable for kick-off meeting (tbd between steering group and supplier)
02.12.2024	Project completion final report and accounts
31.12.2024	Latest final disbursement

1.11 Procurement documents

The total procurement documents consist of these procurement conditions and the following appendices:

Appendix 1: Notification of processing personal information - to be filled in and signed by the Tenderer and comprised in the tender

Appendix 2: Draft contract