

Purchase of consultancy services in the area of investigation and prosecution of economic and financial crime

Questions and Answers

Question received	Date received	Answer	Date answered
<p>1. The call for proposals specifies coverage of working hours and transportation costs. In cases where using a specific forensic tool would be beneficial for the project, would the cost of using such a tool also be considered an eligible expense under this call?</p>	<p>26/11/2025</p>	<p>The service fees indicated in the call for proposals cover only the intellectual services to be provided under the assignments carried out as part of the framework contract.</p> <p>Travel and per diem expenses related to missions will be covered separately by the Council of Europe, in accordance with its applicable reimbursement rules.</p> <p>The framework contract does not foresee the purchase or use of any specific equipment or IT services. As such, costs related to specialised forensic tools or software including those being developed before or outside the execution of the present framework contract are not considered eligible expenses under this call. Experts are expected to rely on their existing professional tools and resources when performing the contracted assignments. In the execution of intellectual work and services under the present framework contract, it is not expected to have any focus on any specific tool or software.</p>	<p>01/12/2025</p>

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<p>2. Would it be acceptable for all individuals included in the bid for a legal entity to submit their required writing sample (at least one text in English or French, prepared within the last 10 years) from the same project?</p>	<p>26/11/2025</p>	<p>As indicated in the award criteria (page 6 of the Tender File), it is essential that the submitted samples clearly demonstrate the authorship of each expert included in the bid for a legal person or partner of a consortium. Therefore, each individual must provide a writing sample demonstrating the related authorship and reflecting their own contribution, even if all samples originate from the same project or report.</p>	<p>01/12/2025</p>

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<p>3. The award criteria require us to provide samples of deliverables produced in the last 10 years, evidencing authorship and quality. Considering that the sample product(s) is a business secret and the tender does not define who will have access to these materials, in what format should the sample be submitted? Is it acceptable for the sample product to be made available for review under controlled conditions?</p>	<p>27/11/2025</p>	<p>Only a limited number of designated Council of Europe staff members involved in the tender assessment process will have access to the submitted samples. These materials will be used strictly and exclusively for the purposes of the tender assessment.</p> <p>To address confidentiality concerns, it is acceptable to submit sensitised versions of documents or to provide selected extracts that sufficiently demonstrate authorship and quality while protecting any sensitive or proprietary information.</p>	<p>01/12/2025</p>

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<p>4. I'm preparing my application for this tender and I was wondering if I could see the AI Tool questionnaire — I don't see where it is appended to the document.</p>	<p>26/11/2025</p>	<p>The AI questionnaire is intended to ensure full transparency regarding the use of generative AI tools in documents prepared for the Council of Europe. Authors must clearly indicate whether they used any such tools and, if so, specify the name of the tool, how it was used in the drafting or translation process.</p>	<p>01/12/2025</p>