

CLARIFICATION # 1
to the
CONTRACT NOTICE

Tender reference: KSCR/PROC/2020/0504

Subject: Provision of court reporting and transcription services to the Kosovo Specialist Chambers (KSC) located in The Hague, The Netherlands

Location: The Hague / The Netherlands

Questions raised by a prospective candidate in relation the Contract Notice referred to above, followed by the responses to these questions given by the Kosovo Specialist Chambers (KSC):

#	Question	Response
1	Do you require the submission of CVs? If yes, is there a minimum number of transcribers/editors to be included in the proposal?	No CVs are to be submitted at this stage of tender process.
2	Regarding the financial offer, is there a template we can fill in?	No financial offer is to be submitted at this stage of the tender process.
3	Could you please share an estimation of the annual volume of work per language?	The workload for each of the 3 languages (English, Albanian and Serbian) will be just about the same. Each hearing will have a transcript in all 3 languages. Information regarding the estimated annual volume of work is not available at this time.
4	Can you confirm the content of the proposal would be the following: <ul style="list-style-type: none"> • Standard application form • Declaration on the honour 	Yes, at this stage candidates are required to submit only the 'Standard application form' accompanied by a 'Declaration on honor on exclusion and selection criteria' (please see section 24 of the Contract Notice for further details).