



Date: 09.09.2026

Eligibility of Tbilisi-Registered Entities

Question 1:

Is a bidder registered in Tbilisi eligible to apply? Section 3.3 of the Offer conditions restricts single service providers to entities registered in Georgia outside Tbilisi (or in an EU member state), while the party clause of the draft contract (Appendix D) describes a contractor registered in Tbilisi.

Answer:

No. Single service providers must be registered in Georgia outside Tbilisi or in an EU Member State. The contractor information shown in Appendix D is part of a standard template and should not be interpreted as an eligibility criterion. The eligibility requirements are those specified in Section 3.3 of the offer conditions.

Question 2:

As an Individual Entrepreneur registered in the Guria region, am I eligible to apply together with subcontractors or team members who will be responsible for digital marketing, audiovisual production, and training activities? Would such an arrangement meet the eligibility requirements set out in Section 3.3?

Answer:

Yes. Bidders may rely on the capacities and expertise of other entities or team members. Supporting documentation for the proposed team and partners should be included as part of the offer.

Consortium or Lead-Bidder Structures

Question 3:

If a Tbilisi-registered entity is not eligible on its own, is a consortium or lead-bidder structure with a partner registered outside Tbilisi or in an EU member state permitted? And which member must satisfy the registration requirement?

Answer:

Yes. Consortia and similar bidder structures are permitted. Eligibility requirements will be assessed for the bidder structure, as presented in the offer.

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References and Reference Givers

Question 4:

For the requirement of at least three years of relevant experience and project references (Appendix B.7), is it sufficient to present the experience of the lead bidder, or should individual portfolios and CVs of key team members also be submitted?

Answer:

CVs of all team members should be submitted, clearly outlining their roles, qualifications, skills, and relevant professional experience. A minimum of three years of relevant experience is required.

Platforms and Existing Digital Infrastructure

Question 5:

Can you share what platforms, content management systems or hosting arrangements do the fifteen organisations currently use? Work Package 2 requires seven upgraded websites or offers, which is very hard to scope or price without this context.

Answer:

This information is not included in the tender documentation and will be shared with the selected service provider where relevant. The systems vary from organisation to organisation. A critical assessment of these might be part of the necessary services.

Question 6:

Will detailed information about the 15 selected cultural organisations be shared with the successful bidder after contract signature, or can information about their existing digital infrastructure be provided in advance?

Answer:

The tender documentation confirms that 15 organisations have already been selected. Further details will be provided during the implementation phase as required.



Website Scope

Question 7:

Are the five core website sections to be updated or rebuilt counted per site, or five across the programme as a whole? (Appendix A, 2.3.2.)

Answer:

The five website sections are counted across the service, not per website.

Question 8:

Regarding regional training and mentoring activities, is there a specific requirement concerning the number of physical visits to the eight municipalities, or are hybrid and online formats acceptable?

Answer:

The tender documentation includes online mentoring sessions as a deliverable and does not specify a mandatory number of physical visits.

Platform Integration

Question 9:

Can you share which specific platforms are considered for Work Package 4, and does "integration" mean technical integration at API level, or the creation and optimisation of profiles and listings? (Appendix A, 2.3.4.)

Answer:

Platform selection will be determined during the assessment phase. Integration refers to establishing and optimizing the organisation's presence within selected partner platforms.

Visibility-Ready Content Package

Question 10:

The visibility-ready content package appears as a deliverable of both Work Package 3 and Work Package 4. Is this one deliverable or two? As the price sheet is completed per work package, this affects pricing. (Appendix A)



Answer:

It is a single deliverable that contributes to the objectives of both Work Package 3 and Work Package 4.

Travel and Logistics Costs

Question 11:

The travel to the eight municipalities is included within the work-package prices, or is it billed separately? The price sheet contains no line for it, and the draft contract states that the maximum cost is inclusive of other costs. (Appendix C; Appendix D, §3.)

Answer:

Yes. All travel and related costs should be included in the financial offer.

Budget Ceiling

Question 12:

Is there an indicative budget or ceiling for the assignment, or a minimum expected depth, for the development and integration work in WP 2 and 4?

Answer: No. Bidders should submit a realistic and competitive financial offer based on the required services.

Question 13:

Is there a specific budget ceiling or maximum contract value that should be considered when preparing the financial proposal?

Answer:

No. Bidders are expected to submit a realistic and competitive financial offer

Question 14:

In Appendix C (Price Sheet), should the fee be presented as one overall contract value (turn-key fee), or should it be broken separately for each of the 15 organisations?



Answer:

The financial offer should be submitted using Appendix C (Price Sheet) and structured according to the format provided in that document. While separate budgets for each organisation are not necessary, it will be helpful if the offer clearly indicate pricing for separate work packages.

Participating Organisations

Question 15:

Without naming the organisations, could you indicate their sectors, craft areas, or the types of products they make? The concept is scored partly on its suitability for the intended audiences, and WP3 requires products to be digitised, both of which depend on knowing broadly what these organisations do

Answer:

The organisations operate within the cultural and creative industries and represent diverse creative fields from different regions of Georgia.

Commitment to Participating Organisations

Question 16:

Are the fifteen organisations already committed to participate, and what are their obligations regarding availability and the provision of content?

Answer:

Yes. All fifteen organisations have been selected and are expected to actively participate in the assessment, implementation, mentoring, and content-development processes.
