



EUROPEAN COMMISSION

EuropeAid Co-operation Office

General Operations Support

Director

Brussels, 08.05.07

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**NOTE FOR THE ATTENTION OF
THE FRAMEWORK CONTRACTORS OF FWC BENEf**

Subject: FWC BENEf and the role of the FWC team

Dear Madam, Sir,

The Framework contract BENEf is now operational for about one year and a half and it appears adequate to remind a number of key aspects governing its implementation.

All contractual documents are available on the EuropeAid (FWC BENEf) website (http://ec.europa.eu/europeaid/work/procedures/framework_contract/beneficiaries/index_en.htm) and I invite you to confirm to the FWC team that the information relevant to your consortium is correct and up to date, including the Project Director's name.

Let me remind you that the role of the FWC team is the overall management of the FWC as well as to ensure the uniform interpretation of the contractual terms. However the FWC team cannot substitute a contracting authority nor impose to proceed with a payment.

The FWC Help desk email is at disposal of all the Framework contractors and users for matters related to the FWC procedure and I invite you to use it instead of addressing your queries individually to the members of the FWC team. When asking for a clarification, please, always identify a Request or a Specific contract by its CRIS number (or other reference in case of a decentralised management via CFCUs) and copy your query to the task manager in charge of the action.

In order to harmonize the implementation of the FWC and easily communicate with both the users and the Framework contractors, the FWC team has developed notably the "Important message" published on the website. This document is completed as and when necessary. The FWC team takes usually the initiative of a message but any user or Framework contractor may suggest a message to be published.

The messages remind both users and Framework contractors the contractual terms and ensure a homogeneous interpretation of the rules governing the use of the FWC.

Their aim is to guarantee that all parties benefit of the respect of the principle of legitimate expectation, i.e. that a similar case is addressed in the same way, regardless the Contracting authority or the Framework contractor. The messages can remind binding contractual provisions or provide useful operational suggestions based on experience learnt from similar cases. In the latter case, the message is not binding but I invite you to follow it in order to prevent problems already met by others.

I trust that those clarifications will facilitate a smooth continuation of our co-operation in the context of this Framework contract.

(signed)
Franco Nicora
Director f.f.