

From: INEA CEF GAS

To:

Cc:

Subject: RE: Action 5.19-0011-MTIT-S-M-15 - Final Report & Financial Statement official submission - Sampling

Attachments: Sampling and Procurement table_5.19-0011-MTIT-S-M-15.xlsx; Copy of 161212_declaration_staff_costs_cef.xlsx

Dear 

Thank you very much for your Final Payment Request for the Action 5.19-0011-MTIT-S-M-15.

The Agency acknowledges the receipt of your payment request on 15/12/2017. I am pleased to inform you that the assessment of your report has started. On the basis of article II.24.3 requests for payments of the balance of the Grant Agreement, a sample of transactions (see detail in Annex) has been selected, for which you are requested, to provide supporting documentation:

- **Direct costs:** copy of the invoices for all items in the table;
- **Procurement:** complete the pre-filled attached Excel file with all due information on procurement procedures (see Annex):
 - a) Justification for the increase of the aggregated value of the contract, if such an increase is higher than 50% than original amount;
 - b) Justification for the absence of an EU wide tendering process when the value of the contract is above EU thresholds or for use of negotiated procedures without prior publication;
 - c) Justification for the absence of the reference of publication(s) in the Official Journal (contract award notice);
 - d) Information on any applicable framework contract;
 - e) When below EU thresholds, confirm best value for money.
- **Selected procurement procedure:** Out of the transactions of the sampling, **item number 1** (the one highlighted in blue) has been selected for a more detailed assessment of the procurement procedure applied. For this item and in connection with the verification of the procurement process, you are requested to send the Agency a copy of the synthesis evaluation report or equivalent document (for example, the report on the 'award procedure' as set out in Article 43 of Directive 2004/18/EC, or the 'information stored' under Article 50 of Directive 2004/17/EC). If you are a private company or this item in the sampling is below the EU thresholds (see website link below for information on threshold amounts) - please provide explanation on applying the best-value for money rule in the procurement process.

A "**declaration of staff cost**" is also attached to this email. Please follow the template. This declaration aims to provide assurance on the eligibility of staff costs declared by CEF beneficiaries in their individual financial statement.

Finally, please confirm that the bank account with [REDACTED] continues to be the bank account for all payments related to this Action.

Please send the relevant supporting documentation at the latest within **30 days following the date of this email** and note that the period foreseen for approving your reports according to Annex II, Article II.23.2 of the Grant Agreement is suspended until all the supporting documentation requested is received.

Upon receipt of the supporting documents, the Agency will assess the eligibility of the costs according to Annex II, Article II.19 of the Grant Agreement and will reject costs considered not to meet these criteria.

Should you have any questions, don't hesitate to contact me.

Best regards,

[REDACTED]

[REDACTED]

Project Manager – C4 CEF Energy



European Commission

Innovation and Networks Executive Agency (INEA)

Chaussée de Wavre 910

W910 01/117

B-1040 Brussels

[REDACTED]

<http://inea.ec.europa.eu>

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From: [REDACTED]

Sent: Friday, December 15, 2017 10:04 AM

To: INEA CEF GAS

Cc: [REDACTED]

[REDACTED]

Subject: RE: Action 5.19-0011-MTIT-S-M-15 - Final Report & Financial Statement official submission

Importance: High

Dear [REDACTED]

Please find attached our official submission of the final report and the financial statement for Action 5.19-0011-MTIT-S-M-15 as follows:

- Final report in word version & pdf version
- Financial Statement in excel format and
- Endorsed Financial Statement in pdf Format

Kindly note that Annex 1 to Annex 17 form an integral part of the Final report. These supporting documents have already been forwarded in our previous communications.

With reference to the financial statement, a slight increase in the staff cost for 2015, 2016 & 2017 under [REDACTED] made following a final internal check. The reason being that the costs of personnel were being computed using an older version of the 'declaration of staff costs' template (version 161212) where the NI contribution was not being included in the formula for the computation of unit cost (i.e. personnel hourly rate). We have now updated the declaration of staff costs using the new template (dated 170608) downloaded from link:

<https://ec.europa.eu/inea/connecting-europe-facility/useful-documents-and-forms>. The inclusion of the NI contribution translated into [REDACTED] hence the final figure for the total eligible cost now amounts to [REDACTED]

Please do not hesitate to contact me for any clarifications and for the sampling documentation required following your assessment.

Best Regards

[REDACTED]

[REDACTED]
Senior Engineering Officer
The Energy & Water Agency

[REDACTED]
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MINISTRY FOR
ENERGY AND WATER MANAGEMENT
WSC, QORMI ROAD, LUQA

From: INEA-CEF-GAS@ec.europa.eu [<mailto:INEA-CEF-GAS@ec.europa.eu>]

Sent: Friday, 01 December 2017 14:40

To: [REDACTED]

[REDACTED]

Subject: MM: Action 5.19-0011-MTIT-S-M-15 - Draft Final Report

Dear [REDACTED]

Thank you very much for your draft Final Report and Financial Statement. Furthermore, thank you very much for including all our comments as discussed during our closure meeting. Please note, this is a comment on the completeness of the dossier and does not constitute an acceptance of the Final Report. Once the Final Report and the Financial Statement will be officially submitted, it will be thoroughly checked and a sample of transactions will be selected, for which you are requested, to provide supporting documentation. On the basis of this documentation the Final Report and the Financial Statement will be assessed.

As discussed during the closure meeting, the change of your bank account will be subject to an amendment of the GA (i.e. exchange of letters). In this regard, could you please confirm to whom we should address the letter (i.e. [REDACTED])?

Thank you very much in advance.

Best regard,

[REDACTED]

[REDACTED]

Project Manager – C4 CEF Energy



European Commission

Innovation and Networks Executive Agency (INEA)

Chaussée de Wavre 910

W910 01/117

B-1040 Brussels

[REDACTED]

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[REDACTED]

Sent: Thursday, November 30, 2017 9:40 AM

To: INEA CEF GAS

Cc: [REDACTED]

Subject: RE: RE: Action 5.19-0011-MTIT-S-M-15 - Draft Final Report - Supporting Documentation - Email 3 of 3

Importance: High

Dear [REDACTED]

Thanks so much for the closure meeting of last Tuesday.

As agreed, please find attached the finalised draft of the Final Report and Financial Statement. The proposed updates in the Final Report as highlighted during the meeting are being shown in track. The only change in the financial statement refers to some minor adjustments in [REDACTED] (marked in red) in order to exclude travel related costs for [REDACTED]

Also attached is an additional [REDACTED] (to the ones previously sent) which provides the documents for the request to the variation order from the Department of Contracts in relation to the additional scope of works to [REDACTED] for the alternative D3 Gela route.

Appreciate if you could kindly review and confirm acceptance of the proposed changes so that we may process internally for approval and endorsement before final submission to INEA.

Thanks in advance

Best Regards

[REDACTED]

[REDACTED]
Senior Engineering Officer
The Energy & Water Agency

[REDACTED]
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MINI
AND WA
WSC, QORMI R

From: [REDACTED]
Sent: Friday, 24 November 2017 11:20
To: 'INEA-CEF-GAS@ec.europa.eu'
Cc: [REDACTED]

Subject: RE: RE: Action 5.19-0011-MTII-S-M-15 - Draft Final Report - Supporting Documentation - Email 3 of 3

Kindly find attached third set of 'Supporting Documentation' to Final Report – Email 3 of 3.

Thanks

[REDACTED]

[REDACTED]
Senior Engineering Officer
The Energy & Water Agency

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MINI
AND WA
WSC, QORMI R

From: [REDACTED]
Sent: Friday, 24 November 2017 11:10
To: 'INEA-CEF-GAS@ec.europa.eu'
Cc: [REDACTED]

Subject: RE: RE: Action 5.19-0011-MTII-S-M-15 - Draft Final Report & Financial Statement

Importance: High

Dear [REDACTED]

Thanks so much for the call of last Friday.

As highlighted in our discussion, kindly find attached the second draft of the final report (r2 attached) which has been updated to address the following:

- a clearer explanation of the milestones wrt to scope, time & budget whilst highlighting the means of verification for each milestone has been provided;
- a description of the cost breakdown from financial statement was inserted in Section 2.4;
- the Executive Summary of Section 6 was concised to 1-2 pages.

A first draft of the financial statement is also being attached.

The supporting documentation which includes the means of verification for each milestone will follow into three separate emails. I have tried to limit the size of the reports to the minimum. Appreciate if you could kindly confirm receipt.

I look forward to our meeting of next Tuesday but please feel free to contact me for any clarifications prior to the meeting.

Best Regards

[Redacted]

[Redacted]

The Energy & Water Agency

[Redacted]

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MINI
AND WA
WSC, QORMI R

From: [Redacted]

Sent: Wednesday, 15 November 2017 07:20

To: 'INEA-CEF-GAS@ec.europa.eu'

Cc: [Redacted]

Subject: RE: RE: Action 5.19-0011-MTIT-S-M-15 - draft final report

Dear [Redacted]

Thanks for your kind feedback. Friday afternoon at 2pm is fine for me.

Best Regards

[Redacted]

[Redacted]

The Energy & Water Agency

[Redacted]

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WSC, QORMI R

From: INEA-CEF-GAS@ec.europa.eu [mailto:INEA-CEF-GAS@ec.europa.eu]

Sent: Tuesday, 14 November 2017 19:16

To:

Subject: MM: RE: Action 5.19-0011-MTIT-S-M-15 - draft final report

Dear [REDACTED]

Thank you very much for this first draft report and the cost estimate. I would be available for a phone call this Friday. I would suggest Friday afternoon, 2pm or 3pm. Please let me know when it suits you.

Concerning your question on the executive summary. The executive summary should be a brief description of the Action and of the related activities (i.e. 1-2 pages) and should not contain any information which is commercially sensitive.

Thank you very much.

Best regards,

[REDACTED]

[REDACTED]
Project Manager – C4 CEF Energy



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Chaussée de Wavre 910

W910 01/117

B-1040 Brussels

[REDACTED]

<http://inea.ec.europa.eu>

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From: [REDACTED]

Sent: Friday, November 10, 2017 12:50 PM

To: INEA CEF GAS

Cc: [REDACTED]

Subject: RE: Action 5.19-0011-MTIT-S-M-15 - draft final report

Importance: High

Dear [REDACTED]

Kindly find attached the first draft of the Final report for Action 5.19-0011-MTIT-S-M-15 with some comments for your kind review and feedback. If you wish, we can schedule a call next week to discuss further.

We are still finalising the Financial Statement, in particular the project management costs in relation to [REDACTED] and we plan to be in a position to forward a draft of the statement before the closure meeting. It is foreseen that the total actual costs will be less than EUR 750 000 and hence the certificate on the financial statements will not be required.

Thanks in advance.

Best Regards

[REDACTED]

[REDACTED]

The Energy & Water Agency

[REDACTED]

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WSC,

From: INEA-CEF-GAS@ec.europa.eu [<mailto:INEA-CEF-GAS@ec.europa.eu>]

Sent: Monday, 06 November 2017 18:09

To: [REDACTED]

Subject: Action 5.19-0011-MTIT-S-M-15 - final report and closure meeting - agenda

Dear [REDACTED]

Thank you very much.

Please find attached the agenda for the closure meeting for the Action 5.19-0011-MTIT-S-M-15.

Should you have any question, don't hesitate to contact me again.

Best regards,

[REDACTED]

[REDACTED]

Project Manager – C4 CEF Energy



European Commission

Innovation and Networks Executive Agency (INEA)

Chaussée de Wavre 910

W910 01/117

B-1040 Brussels

[REDACTED]

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From: [REDACTED]

Sent: Monday, November 06, 2017 11:41 AM

To: [REDACTED]

Subject: RE: RE: Action 5.19-0011-MTIT-S-M-15 - final report and closure meeting

Dear [REDACTED]

Thanks a lot for your kind clarifications. We shall proceed as per your clear guidance below.

Best Regards

[Redacted]

[Redacted]

Senior Engineering Officer
The Energy & Water Agency

[Redacted]

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From: INEA-CEF-GAS@ec.europa.eu [<mailto:INEA-CEF-GAS@ec.europa.eu>]

Sent: Friday, 03 November 2017 11:00

To:

[Redacted]

Subject: MM: RE: Action 5.19-0011-MTIT-S-M-15 - final report and closure meeting

Dear [Redacted]

Thank you very much for your email. The agenda for the closure meeting will follow next week. Your presentation should provide an overview of the outcome of the Action (i.e. objectives, deliverables, cost figures, etc.). If you need further guidance, we can discuss next Monday on the phone.

Furthermore, the Final Report and Financial Statements need to be submitted to our functional mailbox (INEA CEF GAS). Once submitted and complete, you will receive an official acknowledgement of receipt that the dossier is complete and that the assessment has started. Please also submit the draft Final Report to our functional mailbox prior to the closure meeting. We can discuss the draft report on the phone prior to the meeting and any follow-up questions can also be clarified during the closure meeting.

Please note, that for each beneficiary for which the total contribution in the form of reimbursement of actual costs is at least EUR 750 000 and which requests a reimbursement in that form of at least EUR 325 000, a certificate on the financial statements and underlying accounts

("certificate on the financial statements") has to be submitted (part of the Final Report dossier). This certificate shall be produced by an approved auditor or, in case of public bodies, by a competent and independent public officer and drawn up in accordance with Annex VII of the Grant Agreement. For further information, please consult Article II.23.2.2 (e) of the Grant Agreement.

Should you have any further questions, don't hesitate to contact me again.

Kind regards,

[Redacted]

[Redacted]

Project Manager – C4 CEF Energy



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Chaussée de Wavre 910

W910 01/117

B-1040 Brussels

[Redacted]

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From: [Redacted]

Sent: Wednesday, November 01, 2017 8:06 AM

To: [Redacted]

Subject: RE: Action 5.19-0011-MTIT-S-M-15 - final report and closure meeting

Importance: High

Dear [Redacted]

Thanks so much for your kind email. Details have been sent to [REDACTED]

It would be appreciated if you could provide an agenda for the closure meeting and the main points that you wish to be included in our presentation of the Action deliverables.

In the meantime, we have started compiling the documents for the final payment request. In the coming days we plan to send you a draft of the final report for your initial review and comments. Is this fine for you?

With reference to the Final Report and Financial Statements (downloaded from link : <https://ec.europa.eu/inea/connecting-europe-facility/useful-documents-and-forms>), can you kindly confirm if these documents will need to be eventually submitted on-line through the Tentec system like we did for the ASR?

Best Regards

[REDACTED]

[REDACTED]
The Energy & Water Agency

[REDACTED]
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From: INEA-CEF-GAS@ec.europa.eu [<mailto:INEA-CEF-GAS@ec.europa.eu>]

Sent: Tuesday, 31 October 2017 10:46

To: [REDACTED]

Subject: RE: Action 5.19-0011-MTIT-S-M-15 - final report and closure meeting

Dear [REDACTED]

I hope you are doing well.

Concerning our closure meeting for the Action 5.19-0011-MTIT-S-M-15 planned for Tuesday **28/11/2017** (14:00-16:00), I would kindly ask you to send us the mandatory information (see below) of all visitors attending the closure meeting by Monday 20/11/2017 (cob).

Please send the mandatory information directly to my colleagues [REDACTED]

I am looking forward to the meeting.

Should you have any questions, don't hesitate to contact me again.

Best regard,

[REDACTED]

[REDACTED]

Project Manager – C4 CEF Energy



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Chaussée de Wavre 910

W910 01/117

B-1040 Brussels

[REDACTED]

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From: INEA CEF GAS

Sent: Wednesday, July 05, 2017 2:41 PM

To: [REDACTED]

Subject: MM: Action 5.19-0011-MTIT-S-M-15 - final report and closure meeting

Dear [REDACTED]

Following our telephone conversation I confirm our closure meeting in INEA scheduled for Tuesday **28/11/2017** (14:00-16:00). Further information, including the agenda for the meeting will follow in due time.

Please note, that all visitors have to be registered in e-Pass, as of 1 June 2015, as part of the enhanced security measures in Commission buildings. Closer to the meeting I would kindly ask you to send to my colleagues [REDACTED] (both in cc), the following mandatory information of all visitors attending the meeting (one week prior to the meeting):

- Last name, Name
- Nationality
- Date of birth
- Identity card nr (if not existing visa nr)

Should you have any question in this regard, don't hesitate to contact me.

Best regards,

[REDACTED]

[REDACTED]

Project Manager – C4 CEF Energy



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Chaussée de Wavre 910

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[REDACTED]

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From: [REDACTED]

Sent: Wednesday, July 05, 2017 1:48 PM

To: INEA CEF GAS; [REDACTED]

[REDACTED]

Subject: RE: RE: Action 5.19-0011-MTII-S-M-15 - final report and closure meeting

Dear [REDACTED]

Is it possible to delay it to the third week of October (week starting 16th October) since we are planning to submit another proposal under the current open call CEF Energy call and thus we anticipate a very busy period till the 12th October?

Thanks for your understanding.

Best Regards

[REDACTED]

[REDACTED]
Senior Engineering Officer
The Energy & Water Agency

[REDACTED] |
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OFFICE OF THE PRIME MINISTER
WSC, Qormi Road, LUQA, Malta

From: INEA-CEF-GAS@ec.europa.eu [<mailto:INEA-CEF-GAS@ec.europa.eu>]

Sent: Wednesday, 05 July 2017 13:30

To: [REDACTED]

[REDACTED]

and closure meeting

Dear [REDACTED]

Thank you very much. After the completion date of the Action we are unable to amend the Grant Agreement regarding the name of the beneficiary. I have however noted down the change. Please let us know in case the bank account has changed as well.

I would suggest to organise the closure meeting a little bit earlier as previously suggested. Would the 1st week of October also suit you (i.e. 3rd, 4th or 5th of October)?

Thank you very much in advance.

Best regards,



Project Manager – C4 CEF Energy



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Chaussée de Wavre 910
W910 01/117
B-1040 Brussels



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From: [Redacted]

Sent: Wednesday, July 05, 2017 11:45 AM

To: [Redacted]



Subject: RE: Action 5.19-0011-MTIT-S-M-15 - final report and closure meeting

Dear [REDACTED]

Thanks for your kind email.

We shall start working on the drafting of the Final Report and our plan is to submit the request for payment of the balance by end of December 2017 at the latest. Myself or [REDACTED] (in copy) shall contact you in case of any clarifications on this matter.

As you might be aware, following the general elections, there was a change in Maltese Government Cabinet as from the 16th June 2017 (refer to attached Govt. Notices), and now our Agency does not fall any longer under '**Office of the Prime Minister (Energy & Projects)**' but under a new Ministry with the following nomenclature "**Ministry for Energy & Water Management**" abbreviated as "**MEW**". Thus, the legal name of the beneficiary is being update to MEW and the Final Report/request for payment will be submitted in the name of MEW – hope that this does not create any problems from your end.

Attached is the new legal entity form for your kind reference. We shall send you an updated Financial Identification Form in due course. There was no change in the name of the implementing body as "The Energy & Water Agency".

Our availability for presenting the results to INEA in the second half of October/first half of November is confirmed (i.e. after 12th October). Appreciate if you could indicate some dates closer to the time so that we can make the necessary travel arrangements.

Thanks in advance.

Best Regards

[REDACTED]

[REDACTED]
The Energy & Water Agency

[REDACTED]
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Kindly consider your



OFFICE OF THE PRIME MINISTER
WSC, Qormi Road, LUQA, Malta

From: INEA-CEF-GAS@ec.europa.eu [mailto:INEA-CEF-GAS@ec.europa.eu]

Sent: Wednesday, 05 July 2017 10:42

To: [REDACTED]

Subject: Action 5.19-0011-MTIT-S-M-15 - final report and closure meeting

Dear [REDACTED]

Following the implementation of the Action 5.19-0011-MTIT-S-M-15, could you please let me know when you intend to send us your request for payment of the balance.

Please note that you have to submit the request within 12 months following the completion date of the Action (by 30/06/2018 at the latest). We however encourage you, to send us your request earlier.

All documents regarding the final payment request can be accessed via the following link.
<https://ec.europa.eu/inea/connecting-europe-facility/useful-documents-and-forms> Please note, some documents (i.e. model individual financial statement) have been recently updated. Should you need any guidance in this regard, don't hesitate to contact me.

In addition, we would also like to invite you to INEA to present us the results of the study in the second half of October/first half of November. Please let me know your availability for a closure meeting by mid-August. The agenda and further information concerning the meeting will be sent to you in due time.

Thank you very much.

Best regards,

[REDACTED]

[REDACTED]
Project Manager – C4 CEF Energy



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Chaussée de Wavre 910

W910 01/117

B-1040 Brussels

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