

Mid Term Review of the Rural Village Water Resources Management Project, Phase II (RVWRMP II), Nepal (2010-2015) – answers to queries 22.3.2013

- 1) Question: A junior expert is indicated by MFA as a possible team member. However, we do not see how involvement of a JPO will affect in evaluation of tenders. Does it bear any weight in evaluation of the team or the tender as a whole? If not, is it compulsory to have a junior Finnish speaking expert in the team?  
*Answer: Junior Expert is not part of the evaluation. It is not compulsory to have a Junior Expert in the team.*
- 2) Question: Is it allowed to include persons in the team who have had any involvement in the 1<sup>st</sup> phase of the Project, but not in the 2<sup>nd</sup> phase?  
*Answer: Yes*
- 3) Question: In the financial tender, can we assume that the project will provide transportation for the MTE team in the project area free of cost (as often is the case in practice)?  
*Answer: No. All transportation costs shall be taken into account in the financial tender.*
- 4) Question: With reference to the tender for "Mid Term Review of the Rural Village Water Resources Management Project, Phase II (RVWRMP II), Nepal (2010-2015)", I'd be very grateful if you could provide us with more information regarding the role of a Junior expert, e.g. for whom are envisaged the capacity building activities that this Junior expert is going to be engaged in, is this person required to travel to Nepal etc.).  
*Answer: In case a Junior Expert is included in the team, it is recommended for capacity building purposes of the Junior Expert that he/she is part of the MTR team throughout the assignment and travels to Nepal along with the rest of the MTR team.*
- 5) Question: The Terms of Reference states that the MTR team may be invited to revise the Project Document. We assume that this would be an additional assignment, not included in the lump sum price of the MTR. At the point of tendering it is not possible to estimate the volume of work possibly required for revising the PD. Reference is made to "The chapter 6 of the TOR of the MTR for RVWRMP II, item VII) Revising the Programme Document." Please confirm whether our assumption is correct.  
*Answer: Possible revisions to the Project Document as a result of the MTR will be an additional assignment. However, the MFA reserves the right to decide on the need for such revisions.*
- 6) Question: Ref ITT/6.1.2. Approach: Concerning the award criteria of the approach of the MTR, could you further clarify if we need to prepare two work plans (general work plan and the inception phase work plan) as based on our knowledge the MTE does not have a separate inception phase ?  
*Answer: Only a general work plan is required.*
- 7) Question: Ref ITT/6.3 Junior Expert: The ITT states that "The total costs, including the travel related costs of the junior expert, have to be within the given price limit." Are the total costs of the Junior Expert included to the price tender and thus part of the evaluation of the tenders?  
*Answer: The costs of the Junior Expert are not part of the price evaluation and shall be presented separately. However, the price including the costs of the JE shall not exceed eur 129 000.*
- 8) Question: Ref ToR/ page 7: The Terms of Reference states that *the MTR Team may be invited to revise the PD* after the endorsement of the MTR Report. As the revision of the PD is not part of the MTR Mission, would this be negotiated separately in case needed or included to the consultancy contract?

*Answer: see answer to question no 5.*

- 9) Question: Ref ITT/5.2.2. Technical Tender: Technical Tender states “*The technical tender shall not exceed 5 A4 size pages in total, cover page, table of contents, abbreviations and annexes excluded*”. We assume that a cover letter, including contact information of the tenderer and confirmation of the validity of the tender, could also be included in the tender but not considered included as one of the mentioned 5 A4 size pages. Please confirm whether our assumption is correct.

*Answer: Yes, the assumption is correct.*

- 10) Question: Ref. ITT / 5.2.1. Financial and technical capability and professional experience: The ITT states that “*The Tenderer (Lead Company and possible sub-contractors) is registered in the Trade Register in its country of origin. The country of origin must be party (full member) of the WTO Agreement on Government Procurement (AGP). The Tenderer shall confirm its registration in the tender and provide the business registration number.*”

Please clarify if the tenderer is required to attach to the tender a confirmation of its registration in the Trade Register, such as a Trade Register extract, or is it only requested to provide the business registration number?

*Answer: No Trade register extract or such is needed. It is enough to provide the business registration number.*

- 11) Question: Ref. ITT/Annexes: The ITT states that among the attachments of the invitation to tender, we should find the Statement of Exclusivity and Availability. However the Statement of Exclusivity and Availability (SOA) can't be found from the web address provided in the ITT. Please clarify whether the SOAs are requested to be attached to the tender and if yes, kindly provide the corresponding format?

*Answer: A separate Statement of Exclusivity and Availability is not required. Please note that ITT section 7 states: “Any change in the proposed personnel during the above mentioned period may cause the disqualification of the tender except for reasons of force majeure”.*

- 12) Question: Ref. TOR/ page 6-7: Does the whole MTR Team must be present in the briefing and de-briefing of the mission in the MFA Finland in Helsinki?

*Answer: It is recommended that The Team Leader and the International Institutional Expert are present in the briefing and de-briefing of the mission in the MFA Finland in Helsinki. However, if it is not reasonable to bring them both to the briefings, only the presence of the Team Leader is required.*

- 13) Question: Ref. ITT/ 1.1. Fact sheet: The ITT states that the “*Working time minimum: Team Leader 7 weeks, total team including junior 29 weeks*” Does the 29 weeks include the Team Leader's input?

*Answer: The Team Leader's input is included in the 29 weeks.*

- 14) Question: Ref. ITT/ 1.1. Fact sheet: The ITT states that the “*Companies that have participated in implementation of RVWRMP II are disqualified to tender.*” Does the same apply to experts that may have been involved in the project before?

*Answer: See answer to question no 2.*

- 15) Ref ITT/ 5.2.2.: The ITT states that “*the price tender shall be given as a lump sum. Cost breakdown may be included, but contract will be made as a lump sum...*”. Is there specific price tender template the tenderer should use? If yes, please provide the template.

*Answer: No, there is no price tender template.*

