



MILLENNIUM CHALLENGE ACCOUNT COTE D'IVOIRE

REF: CNPC/Consult/FBS/022

Date: October 4th, 2018

RFP CLARIFICATION N°.02

Procurement of Environmental and Social Oversight Consultant (ESOC) Services for the Abidjan Transport Project (ATP)

In accordance with Items 8.1 and 8.3 of the Instruction to Consultants from the above-mentioned RFP, MCA-Côte d'Ivoire is responding to the questions (Q12 to Q23) raised by Consultants on 24th, 27th and 30th September 2018 during the procurement process.

Questions/Answers	
Q12	<p>Contract</p> <ol style="list-style-type: none">1. The pre-proposal meeting PPT dated September 10, 2018 mentions that conditions of the Contract are not subject to negotiations. However, the MCC Program Procurement Guidelines provide in section P1.B.22.15 that “negotiations shall include discussions of the TOR, the methodology, staffing, inputs by the MCA Entity and special conditions of the contract.” Section P1.B.4.25 on Professional Liability also provides that “if the parties wish to limit the consultants liability to the MCA Entity, this must be provided for in the contract.” Given these indications in the MCC Program Procurement Guidelines, is MCA-Cote d'Ivoire open to negotiate the special conditions of the contract, namely the limitation of liability clause, within the acceptable limits set out in Section P1.B.4.25 of the Guidelines?2. ITC 12.2(d), page 31: It is stated that “MCA-Côte d'Ivoire/CNPC anticipates the award of a lump sum fixed price Base Contract of 12 months with an Option Contract of 63 months duration. Will both Base and Option contracts will be on a lump-sum basis?
A12	<ol style="list-style-type: none">1. During the Pre-Proposal meeting, it was advised to be familiarized with the terms of the contract and all the contractual clauses as set out in the General Conditions of the Contract (GCC) as well as Specific Conditions of the Contract (SCC). Obviously, GCC are not subject to any changes, but SCC may be modified depending of the requirement of the assignment.2. We confirm that both Base and Option contracts will be on a lump sum basis.

Q13	<p>General instructions</p> <ol style="list-style-type: none"> 1. The RFP states that a page is considered to be one printed side of A4 or US letter-size paper. Is it acceptable to pages containing exhibits or charts (such as the organization chart) to be provided on A3 or 11x17 pages and still be counted as single pages in sections that have page-count limits? 2. The instructions for the submission of proposals are for the submission of hard copy documents. As this is an online submission, is it still required that the authorized signatory initials each page of the Technical and Financial Proposals? 3. Is it possible to have the French version of the Terms of Reference? and /or the French Tech 4 and Tech 11.
A13	<ol style="list-style-type: none"> 1. When the RFP for the Environmental and Social Oversight Consultant (ESOC) was released, the revised Standard Bidding Document (SBD) describing the electronic (online) submission and related changes was not approved yet by the donor. Now the revised SBD is approved and electronic submission is also applicable since October 1st, 2018. Thus, some clauses used in the RFP and related to submission of the physical proposals (hard copies) are considered not applicable. Please see Addendum N°02 to the RFP 2. Please refer to the Addendum n°02 and the updated Technical and Financial Forms attached to it. 3. Only English version of the Terms of Reference is provided.
Q14	<p>TECH-1</p> <p>Form TECH-1 states "We are hereby submitting our Proposal, which includes this Technical Proposals, and a Financial Proposal, each sealed in separate and clearly marked envelope / parcel". As the RFP has stated that this is an electronic submission, please update the afore-mentioned sentence so that it acknowledges electronic submission of the Technical Proposal and a separate, password-protected electronic submission of the Financial Proposal.</p>
A14	<p>The updated TECH-1 and FIN-1 forms are provided in the Addendum N°02 of the RFP.</p>
Q15	<p><u>TECH-4</u></p> <ol style="list-style-type: none"> 1) The left-hand column in row 5 of the table states "Address and email's address". Please clarify whether this is the client's address and email address that is required. If this is the case, please amend the table so that the client's name is not separated from the client's email and address by the "Email and phone of references" row (current row 4). 2) The instruction at the top of the page states that "This shall include all MCC-funded assignments of a similar nature. Failure to include experience in any project where

	MCC funds were used may result in disqualification of the Proposal." The statement appears to request inclusion of all MCC-funded projects of a similar nature, although the evaluation criteria require demonstration of other experience within this 20-page limit as well.
A15	<ol style="list-style-type: none"> 1. Yes. This is the client's address and email address that is required. You just need to fill the form with the address and email address of this client. 2. The consultant must indicate any contracted services for which MCC funds have been used, even in the case of poor performance. Failure to include this experience may result in disqualification of the proposal. Not applicable if you have not executed a contract using MCC funds.
Q16	<p><u>TECH-5</u></p> <p>Form TECH-5 requires disclosure of involvement in MCC-funded projects. As such, please consider changing the requirement to "This shall include other MCC-funded assignments..."</p>
A16	In the TECH-4, the Consultant should provide information and a brief description of relevant assignment including those related to MCAs/MCC and should provide specific details of assignment related to MCAs/MCC only in TECH-5. Not applicable if you have not executed a contract using MCC funds.
Q17	<p><u>TECH-11 (CV)</u></p> <ol style="list-style-type: none"> 1) Form TECH-11 is to be translated into French. As this section applies particularly to Key Professional Staff in the RFP, please confirm whether CVs for non-Key Professionals are also required in both English and French. 2) Could it be possible to receive the evaluation grid of the CV? 3) The RFP states (pages 112-113) that the ESMS Specialist must hold an university degree in a field related to Quality, Health and Safety and Environment (QHSE). Is a degree in database management rather than in QHSE could be sufficient?
A17	<ol style="list-style-type: none"> 1. Please refer to the Addendum N°02 to the RFP. 2. The only evaluation grid provided is the Qualification and evaluation criteria provided in Section III of the RFP. 3. A degree in database management only is not sufficient. You should have a qualification defined in a field related to Quality, Health and Safety or in Environment as defined in the RFP.

Q18	<p>Section V. Terms of Reference, chapter 1.1, page 66 of the RFP states “the projects were submitted by GoCI and supported by a thorough due diligence review including technical and economic feasibility studies conducted by WSP Canada”.</p> <p>Would it be possible to provide us with digital copies for the above-mentioned studies for our review?</p>
A18	These studies cannot be made available at this time.
Q19	<p>Section V. Terms of Reference, paragraph 2.2.4.2 ESMS Implementation, page 86 states “Assist MCA-CI/CNPC to ensure that any equipment and consumables necessary to implement the ESMS, plans and procedures are available at any time”.</p> <p>Please provide clarification re: the responsible party for the acquisition of the equipment and consumables necessary to implement the ESMS. Is it the responsibility of the ESOC Consultant to cover this cost?</p>
A19	MCA-CI/CNPC pays for its own equipment and consumables. ESOC pays for their own equipment and consumables.
Q20	<p>Section V. Terms of Reference, paragraph 2.2.6 Task 6 – Social and Stakeholder Engagement, page 98 states that “.... The ESOC will support MCA-Cote d’Ivoire/CNPC ATP in planning and implementation all required public disclosure and public consultations activities including organising venues, sending invitations and facilitating sessions.”</p> <p>Please provide clarification re: the party responsible for covering the costs of these activities and if budget allocations for public consultations activities are already accounted for it.</p>
A20	MCA-CI/CNPC budget pays for the costs of any public consultation.
Q21	<p>Can you please clarify if MCA-Cote d’Ivoire has already acquired a license for ArcGIS Online or it should be a cost covered by the ESOC Consultant?</p> <p>Is it the responsibility of the ESOC Consultant to cover as well the ArcGIS Online cost related to maintenance and cloud hosting?</p>
A21	<p>MCA-CI/CNPC has not yet acquired this license.</p> <p>MCA-CI/CNPC buys and maintains their own licenses; ESOC buys and maintains theirs.</p>
Q22	ITC 1.5 of the RFP indicates that MCA will provide office space whereas the presentation just made indicates that the Consultant needs to provide the office. Can you clarify?

A22	We confirm that MCA-Cote d'Ivoire will provide office space as stated in ITC 1.5 of the RFP.
Q23	<p>Under Section 2.2.6 Task 6 – Social and Stakeholder Engagement, the ToR states:</p> <p>“The ESOC shall develop an approach to identify skills and skillsets, both technical and soft skills, required for the Transport Sector, which will serve as guidelines for the design of other transport related sub-activities of the Project. This requires coordination and consultation with other MCACI consultants and relevant GoCI agencies (i.e. MEDD, AGEROUTE, LBTP, OSER, OFT, ONAD, INP-HB, ENSEA, DGTTC, etc.), engineering firms, construction firms, and material suppliers. The ESOC shall meet separately with approximately 30 representative respondents in order to fill the preapproved (by MCA-CI) questionnaire as accurately as possible. The ESOC shall analyze the resulting answers, opinions and recommendations, coordinate with other consultants and draw the relevant recommendations for the design of a comprehensive technical training program to include all technical levels from manual labor to graduate level in a synthesis report including a proposed budget and engagement plan for implementation during the Compact.”</p> <p>The requirements stated in this paragraph need clarification.</p> <p>Define “technical” and “soft” skills? Does it include road engineering, construction and maintenance as well as environmental and social topics?</p> <p>Is the “preapproved questionnaire” already available?</p> <ol style="list-style-type: none"> 1) What is the due submission date of the RAP Implementation Terms of References? This information is missing in the Special Conditions of the Contract (GCC 17.1 - page 155). 2) Due to the tight schedule before the proposal submission deadline, can we present the CV of the non-key experts only in French?
A23	<p>“Technical” skills include those which are directly related to the technical requirements of the job such as technical knowledge of road engineering, construction and maintenance as well as environmental and social assessment methods and procedures; and “soft” skills include the ability to effectively engage with others, and to collaborate / work together as a team.</p> <p>The “preapproved questionnaire” is not already available. It is the responsibility for ESOC to propose this questionnaire and the MCA-CI/CNPC should approve it before.</p> <p>The RAP Implementation Terms of References will be provided in full no later than after each preliminary RAP has been approved.</p>