



MILLENNIUM CHALLENGE ACCOUNT – COTE D'IVOIRE

RFP Addendum No. 01

Procurement of Environmental and Social Oversight Consultant (ESOC) Services for the Skills for Employability and Productivity Project (SKILLS)

Reference: CNPC/Consult/QCBS/013bis

Issued on: April 30, 2019

This Addendum N°01 to the RFP Ref. CNPC/Consult/QCBS/013bis is issued in accordance with Instructions to Consultants (ITC) - Clause 9.3, to extend the deadline for the submission of Proposals and the Technical Proposals opening date.

The referenced RFP is modified as follows:

1. Letter of Invitation

Delete:

The ESOC Skills period of performance will have **one (1) base period which will run for 15 months** after contract signature subject to the Entry into Force date of the Compact. The base period will be followed by **four (4) option periods of 12 months each with a total of 48 months**.

And replace with:

The ESOC Skills period of performance will have **one (1) base period which will run for 15 months** after contract signature subject to the Entry into Force date of the Compact. The base period will be followed by **one (1) option period of 48 months**.

Delete:

Proposals must be delivered in the manner specified in the Section I - ITC 17, no later than **May 3rd, 2019 at 14.00pm Abidjan - Côte d'Ivoire Time**.

And replace with:

Proposals must be delivered in the manner specified in the PDS ITC 18.1, no later than **May 24th, 2019 at 14.00pm Abidjan - Côte d'Ivoire Time**.

2. Section II - Proposal Data sheet, Clause ITC 1.5:

Delete:

MCA-Côte d'Ivoire will provide two offices with space for **3 professionals** in Abidjan and two offices accommodating **4 professionals** in each satellite office, including basic furniture (desks, tables, and chairs). ESOC will also be allowed to use MCA-Cote d'Ivoire conference rooms, photocopiers, scanners, fax and high-speed internet in all MCA-Cote d'Ivoire offices. MCA-CI will provide building security and parking space (up to 2 cars).

And replace with:

MCA-Côte d'Ivoire will provide two offices with space for **4 professionals** in Abidjan and two offices accommodating **4 professionals** in each satellite office, including basic furniture (desks, tables, and chairs). ESOC will also be allowed to use MCA-Cote d'Ivoire conference rooms, photocopiers, scanners, fax and high-speed internet in all MCA-Cote d'Ivoire offices. MCA-CI will provide building security and parking space (up to 2 cars).

3. Section II - Proposal Data sheet, Clause ITC 11.1:

Delete:

The Proposal shall be written in English. **Full Technical and Financial Proposals shall be submitted in English.**

In addition, the following sections of the Technical Proposal must be submitted in both English and French:

- **Form TECH-3: Organization of the Consultant**
- **Form TECH-4: Experience of the Consultant**
- **Form TECH-6: Description of Approach, Methodology and Work Plan for Performing the Assignment**
- **Form TECH-11: CVs for Proposed Key Professional Personnel**

In the event of a discrepancy between any sections submitted in French and those submitted in English, the English language version will prevail.

And replace with:

The Proposal (Technical and Financial proposals) **shall be written in English or French.**

4. Section II - Proposal Data sheet, Clause ITC 12.2:

Delete:

The entire duration of the assignment is **63 months (15 months for Base Period and 48 months for Option Periods)**. The Four (4) Option Periods may be exercised at the sole discretion of MCA-Côte d'Ivoire. The estimated level of effort for all key staff is as specified in Sub-Section 6.1 (Consulting Staff of Section V (Terms of Reference)).

The period of performance is comprised of a single base period of **15 months followed by four (4) Option Periods with a total of 48 months** that may be awarded depending on the satisfactory performance of the Consultant during the Base Period, especially the delivery of a high quality ESMS.

The Base and Option Period will be evaluated together as a complete package; the Consultant shall propose the optimal staffing arrangement that best supports their methodology and approach. For the purposes of the evaluation, the Consultant shall assume a **48 months Option Period**. Note that the final duration of the Option period will be adjusted to reflect the actual Entry into Force (EIF) date, which determines the period of performance for the Consultant during the entire Compact Implementation Period plus up to sixty (60) days post Compact End.

All key staff (as applicable and necessary) are required to be available for the entire duration of the assignment and in Cote d'Ivoire for all hours worked, unless specified different.

And replace with:

The entire duration of the assignment is **63 months (15 months for the Base Period and 48 months for the Option Period)**. The Option Period may be exercised at the sole discretion of MCA-Côte d'Ivoire. The estimated level of effort for all key staff is as specified in Sub-Section 6.1 (Consulting Staff of Section V (Terms of Reference)).

The period of performance is comprised of a single base period of **15 months followed by one (1) Option Period of 48 months** that may be awarded depending on the satisfactory performance of the Consultant during the Base Period, especially the delivery of a high quality ESMS.

The Base and Option Period will be evaluated together as a complete package; the Consultant shall propose the optimal staffing arrangement that best supports their methodology and approach. For the purposes of the evaluation, the Consultant shall assume a **48 months Option Period**. Note that the final duration of the Option period will be adjusted to reflect the actual Entry into Force (EIF) date, which determines the period of performance for the Consultant during the entire Compact Implementation Period plus up to sixty (60) days post Compact End.

All key staff (as applicable and necessary) are required to be available for the entire duration of the assignment and in Cote d'Ivoire for all hours worked, unless specified different

5. Section II - Proposal Data sheet, Clause ITC 18.1:

Delete:

Proposals must be submitted no later than **14.00pm. Abidjan time – Côte d'Ivoire on May 3rd, 2019.**

And replace with:

Proposals must be submitted no later than **14.00pm Abidjan Time - Côte d'Ivoire on May 24th, 2019.**

6. Section II - Proposal Data sheet, Clause ITC 20.1:

Delete:

Technical Proposal opening will be held by web conference using Zoom (www.zoom.us) on **May 3rd, 2019 at 14.30pm Abidjan time.**

And replace with:

Technical Proposal opening will be held by web conference using Zoom (www.zoom.us) on **May 24th, 2019 at 14.30pm Abidjan time.**

7. Section III – Qualification and Evaluation Criteria

To be replaced with the Qualification and Evaluation Criteria attached as **Annex. 1** to this Addendum n°01.

8. Section IV. A Technical Proposal Forms – Tech 10 Form

Periods indicated in the Tech-10 should be deleted and replaced with the following periods:

- **Base Period (One Base Period)**
- **Option Period (per Year)**

9. Section IV.B – Financial Proposal Forms Fin-2, Fin-3 and Fin-4:

Periods indicated in Fin- 2, Fin-3 and Fin-4 should be deleted and replaced with the following periods:

- **Base Period (One Base Period)**
- **Option Period (Years 1, 2 and 3)**
- **Option Period (Year 4)**

10. Section V – Terms of Reference:

To be replaced with the revised Terms Of Reference attached as **Annex. 2** to this Addendum n°01.

All other terms and conditions of the RFP remains unchanged.

Sincerely

Mrs. Florence Rajan
Directeur Général – MCA-Côte d’Ivoire

Annex.1 – Revised Qualification and Evaluation Criteria

3.4 Evaluation Criteria

A Proposal will be rejected if it does not earn a total minimum score of **80 points**. A Proposal may be rejected, at the discretion of the MCA- Côte d’Ivoire /CNPC, if the firm does not satisfy the mandatory criteria as per table below. In addition, Proposals may be rejected, at the discretion of the MCA-Côte d’Ivoire/CNPC, if any of the Key Personnel fails to satisfy the mandatory requirements.

The Consultant will be rejected if its Proposal does not clearly demonstrate that it meets the following Minimum Mandatory Criteria:

Ref	Item
Section 5.0 of the ToR, Experience of the Consultant	<p>The Consultant shall demonstrate a successful experience as the prime consultant in the execution of at least three (3) projects of a similar nature and complexity during the last five (5) years in the following areas:</p> <ul style="list-style-type: none"> • Environmental and Social Management Systems; or • Environmental and Social Impact Assessments and Environmental and Social Management Plan; and • Resettlement Policy Framework, Resettlement Action Plan, and • Health and Safety Management Plan. <p>And from these 3 Projects:</p> <ol style="list-style-type: none"> 1. At least one (1) that would include the preparation of an Environmental and Social Management System (ESMS); 2. At least one (1) that would include the preparation of an Environmental and Social Management Framework or ESIA related to infrastructure development; 3. At least one (1) project with experience in applying the IFC Performance Standards or the World Bank Environmental and Social Safeguard Policies, or another equivalent standard; 4. At least one (1) project with experience in preparing the RPF or RAP and in resettlement oversight; 5. At least one (1) project with experience in health and safety oversight.

Criteria, sub-criteria, and point system for the evaluation of Technical Proposals.

The **base period and the option period** will be evaluated as a whole.

Criteria, sub-criteria, and point system for the evaluation of Technical Proposals.		
ITC 5.2	Criteria, sub-criteria	Points
1	Experience of the Consultant and Past Performance	26
	The Consultant shall demonstrate relevant experience in the execution of projects, programs and tasks of a similar nature, including the nature and	

	<p>value¹ of the relevant contracts completed or in process², as well as works in hand and contractually committed provided in Form TECH-4. The evidence shall include successful experience as the prime consultant in the execution of at least three (3) projects of a similar nature and complexity during the last five (5) years.</p> <p>In accordance with the MCC Program Procurement Guidelines, the Consultant's record of past performance on MCC-funded contracts (contracts with any MCA-Côte d'Ivoire/CNPC) and information from references regarding the Consultant's past performance on MCC-funded contracts and non-MCC-funded contracts will be considered in evaluating the experience of the Consultant.</p> <p>The score will be granted based on the number of similar assignments, quality and length of the assignments, complexity (number of people involved, type, and number of locations) and stakeholders involved (government at national and/or sub-national levels, or projects funded by international donor's organizations).</p> <p><i>MCA-Côte d'Ivoire/CNPC reserves the right to contact the Form Tech-5 References as well as other sources to check references and past performance.</i></p>	
1.1	<p>Organizational Capability The Consultant ability and capacity in terms of project management and human resource organization to implement a project of this size and nature, including how the home office will manage, monitor, and support the Project Team. In case of a Consortium agreement the Consultant needs to explain the specific roles and responsibilities of the different partners and how the coordination will be organized and implemented.</p>	5
1.2	At least one (1) that would include the preparation of an Environmental and Social Management System (ESMS)	4
1.3	At least one (1) Environmental and Social Management Framework or ESIA related to infrastructure development	4
1.4	At least one (1) project with experience in applying the IFC Performance Standards or World Bank Environmental and Social Safeguard Policies or another equivalent standard	4
1.5	At least one (1) project with experience in preparing a Resettlement Policy Framework (RFP) or Resettlement Action Plan (RAP) and in resettlement oversight	4
1.6	At least one (1) project with experience in health and safety oversight	4
1.7	Regional experience in Sub Saharan Africa	1
	Total Points for this criterion 1	26
2	Approach, Methodology and Work Plan	24
2.1	<p>Approach and Methodology Proposed approach and methodology for delivering the services. As a minimum, this must cover the organization's approach/ methodology on</p>	14

¹ The amount refers to the Consultant's contract value.

² Ongoing contracts will be considered if the contract is 80% completed and this will be indicated in Tech-4.

	<p>how the Consultant will undertake the tasks as described in the TORs, covering the activities in the following Sections:</p> <ol style="list-style-type: none"> 1. Extent to which the proposed number of positions and respective job descriptions (including support staff) reflect an understanding of the required services required, 2. Quality of the proposed approach to integrate the roles and responsibilities of the various participants in the ESOC activities (MCA-CI staff, engineering firms, construction supervision firms, works contractors and Implementing Entities involved in the project), and; 3. Quality of the proposed approach to perform the services and produce all the deliverables on time as required in the TOR of this RFP. 	
2.2	<p>Work Plan Proposed Work Plan. Extent to which the proposed work plan is complete, consistent with the technical approach and methodology, showing understanding of the TOR, and ability to translate them into a feasible work plan. The work plan will be assessed for quality and compliance with milestones, complete activities in terms of consistency with requirements and timing of deliverables.</p>	5
2.3	<p>Proposed Project Organization Structure (staffing plan) The extent to which the proposal provides a clear, logical, and appropriate staffing pattern (including continuity of presence / residency) that clearly details roles and responsibilities among the different staff positions (sample Form is provided in Section IV.A, Form TECH-8 Team Composition and Task Assignments). The Consultant shall, also, include diagrams, flowcharts, or other means to clearly demonstrate the proposed structure and the lines of communication (internal and external). The Proposal, will, also, be assessed based on the quality and comprehensive the Staffing Schedule (reference Form TECH-9 Staffing Schedule in Section IVA) and how this staffing plan will meet the needs of the requirements of the Terms of Reference in terms of level of effort and dedication to field activities. The estimated level of effort has been stated in the Terms of Reference; however, the Consultant shall propose enough staff-month input to perform the service based on the proposed approach, provided it is not less than indicated in the TOR. The Consultant should demonstrate, also its ability to provide the required additional staff as well as logistical arrangements given the complex project set-up in numerous geographical locations throughout Côte d'Ivoire.</p>	5
	Total Points for this criterion 2	24
3	Key Professional Staff	50
3.1	Project Manager and Environmental and Social Team Lead Specialist	15
3.2	Resettlement Specialist	10
3.3	Social and Stakeholder Engagement Specialist	10
3.4	ESMS Specialist	7
3.5	Health, Safety and Security Specialist	8
	Total Points for this criterion 3	50
	Total Points for the Three (3) Criteria	100
	The minimum technical score St required to pass is	80
	If none of the scores awarded by the TEP reach or exceed the minimum technical score (St), the MCA-Côte d'Ivoire/CNPC reserves the right to	

	invite the Consultant receiving the highest technical score (St) to negotiate both its Technical and Financial Proposals. If the negotiations fail to result in an acceptable contract within a reasonable time, the MCA-Côte d'Ivoire/CNPC reserves the right to terminate the negotiations, at its sole discretion, and to invite—again, at its sole discretion—the Consultant receiving the next highest technical score (St) to negotiate both its Technical and Financial Proposals.	
ITC 24.9	The formula for determining the financial scores is the following: Sf = 100 x Fm / F, in which “Sf” is the financial score, “Fm” is the lowest price and “F” the price of the Proposal under consideration. The weights given to the Technical and Financial Proposals are: T = [80] and F = [20]	

Annex.2 Revised Terms of Reference (attached as a separate file)