

Consultancy services for the implementation of the Phase two of the Programme for Agro Business Induced Growth in the Amhara National Regional State, Ethiopia (AgroBIGII)

Questions and answers 13.06.2017

1. Regarding the training plan for the Junior Expert - should this be included in the approach/ tender text itself (i.e. within the 8 pages), or can it be provided as an annex?

It is allowed that the training plan for the Junior expert is added as an annex. However, the maximum size of the Junior Expert training plan is 1 page. The font size is Arial 11 pt.

2. What is the required paragraph spacing for the technical tender text?

The spacing not determined, the Tenderer can decide.

3. Do the supporting documents mentioned in Annex. 2 (Tender Suitability Criteria), i.e. the registration certificates, certificate of good standing with details or certificate of authorization or equivalent documents issued by judicial or governmental bodies, need to be included in the tender?

No. They will be separately requested from the Tenderer whose tender has received the highest points.

4. In Annex 4A & B (CV Forms) in some of the references it is asked for "*Total number of experts in the assignment*" while in others it is not. Please clarify if we need to add this information to all references.

There is an error in CV forms. Total number of experts in the assignment should be included in all references.

5. For the International Finance Advisor candidate, is it mandatory for him/ her to have a Master's degree in Economics/ Finance/ Business Administration?

Yes.

6. In Annex 4 (CV Form), can different assignments under one project/ programme be regarded as separate references under one evaluation criterion?

If the different assignments have been clearly separate, that is: a) they have had their own, specific terms of reference/job descriptions b) The duration of the assignment has been clearly defined.

7. Can the font in the graphs, figures and tables of the approach be smaller than Arial 11 pt?

Yes. However, please make sure that the graphs, figures and tables have big enough font to be easily readable to the evaluators.

8. In the ITT, page 1, the duration of the programme is indicated to four and a half years and within brackets it says (66 months). Four and a half years equals 54 months so what is the 66 months in brackets referring to?

There is an error in ITT. The right figure for 4,5 years is 54 months ($12+12+12+12+6=54$).

9. The ITT, page 4, indicates all parts to be included in the Technical Tender (Table of Contents page, the Approach and Tenderer text, and annexes 2-4B and 7-8). Can we enclose our list of abbreviations in the technical tender without including it in the 8 pages approach and tenderer text?

Yes, but in this case a page number from 1-8 should not appear on the page containing the list of abbreviations.

10. It is clear that the reference projects used for minimum requirement cannot be used again in the evaluation criteria "Experience in implementing multi-annual development cooperation projects/programs of similar size and nature in developing countries". Will the references in form 2A also be evaluated as part of the technical tender?

No.

11. In the Annex 4A and 4B, CV-form, the information requested is clear but it differs between Reference 1-3, 5 and 4. Only in reference 4 information about "total number of experts in the assignment" is requested in addition. Can we assume that this information shall be presented for all five references?

Yes. The information about total number of experts in the assignment should be included in all references.

12. The font and margins of the Approach and Tenderer text are defined in the ITT, does these limitations also apply to the work plan?

Similarly to the the font in the graphs, figures and tables of the approach, the tenderer is allowed to freely determine the font size and other technical details. However, kindly make sure that the text is easily readable to the evaluators.

13. Shall we include the training plan for the Junior Expert in an Annex? If not, how should it be presented?

It is allowed that the training plan for the Junior expert is added as an annex. However, the maximum size of the Junior Expert training plan is 1 page. The font size is Arial 11 pt.