

Q&A: Final evaluation of the Innovation Partnership Programme, Phase II, in Vietnam Unit for Eastern Asia and Oceania, Ministry for Foreign Affairs of Finland 28.8.2018

- 1. The TOR indicates September as a tentative starting date of the work. Since the tender is due in September, do we assume correctly that a contract with the winning company can be signed in October at the earliest?**

The tentative date for signing of the contract is 21 September 2018 and the tentative start date for the work is 24 September 2018.

- 2. May the Contracting Authority wish to clarify the given dates and schedules for the tendering and implementation of the evaluation? According to the IT -document, the tenders are to be submitted by September 13, but the tender presentation takes place already on September 11. The tentative starting date for the evaluation as stated in the ToR is September 10. The evaluation is estimated to be conducted in a very short schedule, however the raised overlapping in the tendering dates also effects the implementation schedule.**

Instead of the time given in the ITT for the tender presentations, the tender presentations will take place on September 20 in the morning (slots 8:30, 9:30 and 10:30 Eastern European Time EET, GMT +3).

The ToR annexed to the tender notice contained outdated outline/dates for the evaluation. The tenderers should plan their tenders following tentative timeline presented below instead:

- Approximately two weeks for the desk review, initial interviews in Helsinki or via Skype and preparations, inception report to the MFA by 5 October 2018
- Inception report meeting and presentation to the MFA, MOST and Embassy of Finland (via video conference) on 12 October 2018
- Interviews in Helsinki or in Skype with MFA officials and other Finnish stakeholders by 26 October 2018 (please note that during the week starting on 15 October the availability of the interviewees may be limited)
- 2.5 weeks in the field mission, until 14 November 2018
- Debriefing of the field mission in Vietnam on 15 November 2018
- Two weeks finalizing the evaluation report, draft to the MFA by 30 November 2018
- Presentation of the evaluation report, meeting with the MFA and Embassy in Helsinki (MOST joins via videoconference) by 12 December 2018
- One week finalizing the evaluation report after receiving the MFA's and MOST's comments. The final report is expected to be delivered to the MFA by 20 December 2018
- A presentation of the final evaluation results, with a focus on the transition role of IPP II, to MFA staff at large in Helsinki (with possible video link to Hanoi) in January 2018 after the acceptance of the final report. At least the Team Leader is expected to present in person in Helsinki.

This is only a tentative timeline and the tenderer may propose an alternative timeline in their approach which will be assessed as part of the tender evaluation process. The field mission should take place in November at the latest.

- 3. Does the Contracting Authority consider the following prior consultancy assignments implemented by the tenderer (team leader or another team member, and/or the tendering company) as conflicting and subjects to exclusion from tendering to the final evaluation of IPP Phase 2; The Baseline study for IPP (conducted in 2015) and the Exit plan for the IPP Phase 2 (conducted in 2016)?**

Experts involved in conducting the Baseline Study for IPP and/or in The Exit plan for the IPP Phase II are not considered eligible for this tender.

A company involved in conducting the Baseline Study for IPP and/or the Exit plan for the IPP Phase II can be considered eligible for this tender.

- 4. Is expert who was involved drafting the PD of IPP2 eligible or not?**

An expert involved in the drafting of the PD of Phase II is not considered eligible for this tender.