



## Clarifications

### **RFP23-5665 – Preferred Suppliers for MEL, Facilitation and Project / Programme design services**

**Date:** 16/11/2023

**Question:** Is it permissible to create one streamlined MS Office PowerPoint slide deck for our Technical Proposal Submission (Annex 4) for Work Areas 1, 2, and 3 (saved as a PDF)?

**Answer:** We have no objection to this format, provided the level of information provide is sufficient to assess the quality of the technical proposal.

**Question:** Is it possible to provide the audited financial statements for the last years if the proposal is accepted, as it is can be quite a process to get them?

**Answer:** Audited financial statements are not mandatory. Where available, they are used to support due diligence. However other evidence that the bidding entity is financially sound would be acceptable.

**Question:** Is this procurement open to US firms or only local firms registered in the Pacific Islands?

**Answer:** The procurement is open globally to entities that meet the requirements. However, demonstrated experience in the Pacific region is one of the selection criteria.

**Question:** Is there any page limit for the technical proposal (Annex 4)?

**Answer:** No, however conciseness will be considered when assessing the quality of the proposal.

**Question:** Are copies of diplomas and certificates required for each CV submitted in the technical proposal?

**Answer:** This is not mandatory. We reserve the right to request these from successful bidders on contracting.



**Question:** What is the anticipated ceiling (in EURO) for all the work under this assignment over the initial 1 year and subsequent 3 years?

**Answer:** There is no ceiling to the value of work that can be awarded under this PSA as the needs will be evaluated as they come. At this stage we are unable to give an estimate on the likely volume of work awarded to each preferred supplier, however we will hold calls to indicate the pipeline of work. The specific work will be described (work days, locations, number of consultants, exact deliverables...) in the specific ToRs that will be drafted for every engagement as needs arise. Please keep in mind that the financial proposal accounts for 30 % of the final score

**Question:** How many preferred suppliers will be identified after proposal submission?

**Answer:** The Procurement Committee will make this decision upon the recommendations of the Technical Evaluation Committee on the basis of the quality of applications received.

**Question:** Will preferred suppliers be asked to submit additional proposals for specific work/service required from the pipeline of possible strategic evaluations, programme and project evaluations and design activities?

**Answer:** Terms of reference will be developed for specific evaluations and design activities. A preferred supplier will be requested to submit a short response to these terms of reference, indicating availability, personnel, estimated days required for the work, and further information as necessary. This will be used as the basis for a contract of implementation under the PSA. SPC requires a process design and inception for all evaluation and design activities, and this will be detailed in the ToR for the specific design or evaluation activity. The terms of the PSA, including the price, apply to these contracts of implantation.