

CLARIFICATION #1: Procurement of Pool of Consultants to work as Technical Evaluation Panel (TEP) members for Transmission Line (TL) and Substation (S/S) bid Evaluations and Consulting Services for Evaluation of Embedded Advisors for Power Sector Technical Assistance (Electricity Regulatory Commission -ERC) (Several Consultants)

REF: MCA-N/ETP/ICS/035

SN	Questions	Response of Millennium Challenge Account Nepal (MCA-Nepal)
1	Can I apply by sending CV via Email?	<p>Please be informed that Submitting just a CV by email does not complete the application process. It is requested to follow the proper submission procedure as stated in the Letter of Invitation (LoI).</p> <p>Please note that LoI states “....the consultant shall upload (i) the complete set of application files (Application/Cover letter, CV in one pdf file, and (ii) financial proposal with breakdown and Biographical Data Sheet with supporting documents (password protected) in a second pdf file using the four (4) forms provided). Thus, you need to submit the filled 4 forms as per requirement of LoI document.</p>
2	Can a firm submit an application/ Expression of Interest?	No. Please note that the Letter of Invitation is only for Interested Individual Consultants.
3	I did not see any specific instructions on how to submit request for clarifications. Is it permissible to submit request for clarification informally by email or do you prefer a more formal submission format?	Any clarification requests are to be sent by email to MCANepalPA@cardno.com by the Clarification Requests Deadline (by 29 May 2020). There is no prescribed form to submit a request for clarifications.
4	Does MCA-Nepal intend to modify the requirements for consultants to be onsite at the MCA-Nepal office in light of the COVID-19 related travel restrictions and social distancing guidelines? It appears that the Consultants’ scope of work could be performed remotely through secure channels.	At this point in time, there is no intention of MCA-Nepal to modify the requirement. Please note that Consultant’s main work is in Kathmandu and as mandated by procurement rules currently in place, work cannot be carried out remotely. Please also take note that the assignment is expected to be carried out at the end of 2020 and/or first half of year 2021.

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5	As a consultant, I earn a fee for each day engaged in providing services for several clients. Under these circumstances, how can I best satisfy your request for "salary history" in the past 3 years?	<p>Consultant shall provide the documentary evidence (such pay slip, copy of past contracts or any other documents) to substantiate your proposed daily rate in your financial proposal. Thus, you shall submit evidence of your recent past daily fees charged in your several assignments.</p> <p>Please note that:</p> <p>In case the Consultant is from outside Kathmandu valley or Nepal, MCA-Nepal will pay for all the travel expenses, accommodation, and per-diem according to the existing standards included in the Fiscal Accountability Plan (FAP).</p>
6	Where can I find the applicable standard rate for accommodation and per diem that is to be included in the Financial Proposal? I am unable to locate the referenced "Financial Accountability Plan" that is mentioned as a source of information in the LOI.	<p>You are not required to quote for accommodation and/or Per Diem. The accommodation expenses for consultants from outside Kathmandu valley or Nepal shall be paid/reimbursed by MCA-Nepal as per Fiscal Accountability Plan (FAP) of MCA-Nepal. FAP is not a public document; it includes the allowances approved by MCC, which are mandatory.</p> <p>For Domestic travel Per diem NPR 3,500/day + Lodging as per actual but not exceeding the amount specified by the US Department of State. For international travel both Per diem and lodging (at maximum) as specified by the US Department of State for Nepal.</p>
7	Will the assigned consultant be paid during the expected break between the technical and financial evaluation of the bids, if he/ she is required to remain in Nepal?	<p>As per our experience, there will be a time gap between technical and financial evaluation. Thus, right now MCA-Nepal is not intending to request the consultant(s) to stay in Kathmandu in between Technical and Financial evaluation.</p> <p>Further, it is expected that the consultancy inputs to financial evaluation might be less and may be (not sure as yet) the consultant(s) would be asked to provide input from Home.</p> <p>The consultant will be issued an individual task order for each assignment. The task order will clearly indicate the duration of the assignment. Therefore, the consultant will be paid as per the duration stated in the task order issued to the consultant prior to starting the assignment.</p>

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8	Do you have an approximate estimate of the expected duration of services covered by typical Task Orders?	In general, the Design and Build Works Contract technical evaluation takes from 14 days to 30 days and financial evaluation takes 1 to 3 days. Please note that longer or shorter duration is directly related to the number of bids submitted.
9	Although I have 16 years of experience performing detail design of transmission lines up to 500kV, experience working in Nepal (on currently the largest hydropower project in the country), experience with Asian Development Bank projects, and experience writing bid documents, evaluating engineering contractor bid materials for the Employer and writing design criteria documents and technical specification documents, should I submit an application for this position having less than 20 years of experience?	You may submit your application and your application will be evaluated based on the criteria mentioned in the Lol and if your application attains the minimum score/points to qualify, you will be ranked with respect to the position of other consultants who will submit an application.
10	I have named my two submission files as follows. Is this the correct naming convention?	<p>Please name the file as follows depending on for which assignment you are submitting your application:</p> <p>For Transmission Line: Your Full name_Transmission Line_Technical Proposal and Your full name_Transmission Line_Financial proposal</p> <p>For Substation: Your full name_Sub-Station_Technical Proposal and fYour full name_Sub-Station_Financial proposal</p> <p>For Technical Assistance: Your full name_Technical Assistance_Technical proposal and Your full name_Technical Assistance_Financial proposal</p>
11	On the FINANCIAL PROPOSAL SUBMISSION FORM it requests salary history for the past three years and other facilities with supporting document. What	Consultant shall provide the documentary evidence (such pay slip, copy of past contracts or any other documents) to substantiate your proposed daily rate in your financial proposal.

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	supporting documents are required?	
12	Can I append my resume / CV onto the Technical Proposal file? I've listed past positions as per the Technical Proposal file however the formatting in the CV is clearer with additional work information.	You are requested to follow the format of the CV attached in the Letter of Invitation. You are requested to provide all required information in it.