

CLARIFICATION#1
FOR
LAND ACQUISITION EXPERT (LAES – SEVEN POSITIONS)

Ref No: MCA-N/ETP/ICS/046

SN	Reference of the RFA	Questions	Answer/Response of Millennium Challenge Account Nepal (MCA-Nepal)
1.	Paragraph 13 to Specific Instruction to Consultants (SIC) of RFA	I send my CV in the email. is my application process completed?	Please note paragraph 13 of SIC is as follows: Applications shall be submitted only electronically , using a File Request Link (FRL), which shall expire on the deadline for receipt of Applications as per Clause 16 below. This is the only acceptable method to submit Applications. Applications submitted by email, email attachment or as hard copy (by hand, post, courier, etc.) shall not be accepted.
2.	Paragraph 9 to SIC	May I upload CV only” to apply for this position?	Please note that the applicant shall submit Technical Offer and Financial offer as follows: Interested Individual Consultants are requested to submit their Applications using the forms provided for this purpose in Section 3 (Application Forms) of this RFA. The Form 1: Letter of Application and Form 4: Financial Offer shall be signed by the Applicant . Not signing these Form 1 Letter of Application and Form 4: Financial Offer shall be cause for rejection of the Application.
3.	Paragraph 9 to SIC	Do I need to prepare the CV in the provided format or can I send my CV in my own format?	Interested Individual Consultants are requested to submit their Applications using the forms provided for this purpose in Section 3 (Application Forms) of this RFA . The Form 1: Letter of Application and Form 4: Financial Offer shall be signed by the Applicant. Not signing these Form 1 Letter of Application and Form 4: Financial Offer shall be cause for rejection of the Application.
4.		It is stated in the instruction for the submission of RFA under ref no MCA-N/ETP/ICS/046 for Land Acquisition Expert that signature is compulsion in RFA form provided. I intend to fill the forms and print it for the hand written legal signature as you require. Then, scan and export to PDF format to submit in RFL suggested. Will that be okay or	Yes, applications can be submitted the way it is mentioned.

		is there any other procedure for it?	
5.	Paragraph 17 of SIC	Can I zip all files and submit (upload) it via File request Link (FRL)?	<p>No, you shall not submit zip files/folders. Please submit file(s) or folder(s) in Microsoft Office or PDF format but not zipped or compressed. Please note the paragraph 17 of SIC:</p> <p>All submitted documents (whether as standalone files or files in folders) shall be in Microsoft Office or PDF format. No compressed files or folders are accepted, thus documents submitted in any archived and/or compressed format (compressed by WinZip - including any application of the zip family-, WinRAR, 7z, 7zX, or any other similar formats) shall be rejected.</p>
6.		<p>I want to inquire about the application process of the above-mentioned position. Moreover, I want to know more on methods and approaches (form 3).</p> <p>Also, I want to know about dropbox so is it necessary for us to create a new account in dropbox for the application process?</p>	<p>To know about complete application process, prospective applicants are requested to go through the Request for application document, addenda, and clarification document.</p> <p>Regarding “Form 3 Approach and Methodology” is not required to be filled up as this form is not used.</p> <p>Regarding Dropbox, the applicants are not required to have a dropbox account. Applicants can submit/upload the applications (without opening a dropbox account) by clicking the file request link (FRL) provided in the email or in the RFA.</p> <ul style="list-style-type: none"> • <i>Click on the provided link or type the link correctly in a browser.</i> • <i>Click on Add files (Select “Files from computer”, and all your application and all relevant documents and click upload)</i> • <i>Click on +Add another file (Optional, only if you have more than one file and so on for other files)</i> • <i>Enter your: Name, and Email address</i> • <i>Click Upload</i> • <i>Finished Uploading</i>