



**CLARIFICATION#1**  
**FOR**  
**PROCUREMENT OF HDM4 TRAINING**  
**Ref No: MCA-N/RMP/SH/080**

**Issued Date: 12 September 2024**

SN	Reference of the RFA	Questions	Answer/Response of Millennium Challenge Account Nepal (MCA-Nepal)
1.	<b>Scope of Services, Pg. No. 7</b> Attendees and location of the training: <i>A total of twenty (20) participants in Kathmandu from the Department of Roads, the Roads Board of Nepal, the Institute of Engineering of the Tribhuvan University and the Millennium Challenge Account Nepal.</i>	Will each of these participants be provided with a laptop with HDM-4 installed to enable them to perform exercises? Are the trainers expected to provide the 20 training licenses to be used by the participants? Installing and configuring the software can take some time so it would be expected this would be done before the start of week one of the course.	<ul style="list-style-type: none"><li>• Candidates will bring in their own laptops;</li><li>• 5 institutional license and 15 academic license are separate items to be submitted to respective institutions through MCA-Nepal. For the entirety of training duration – it is expected that the trainer provides fully performing HDM4 licenses that expires after completion of the 2 weeks training and additional 5 months support.</li><li>• After signing of the Contract, MCA-Nepal would provide list of trainees with their email addresses at least 3 weeks prior to the training commencement.</li></ul>
2.	<b>Scope of Services – Deliverables, Pg. No. 9</b> <i>Access to download the seven (7) volumes of HDM-4 for twenty (20) candidates at least thirty (30) days before week one (1) training;</i>	The contract states that the 7 volumes of the HDM-4 manuals should be provided to all participants one month before the first training course. It should be noted that the HDM-4 Documentation Series is only provided as part of a HDM-4 paid licence and providing the full manuals would be against the licence agreement.	<ul style="list-style-type: none"><li>• Considering the total no of trainees are 20 and 5 plus 15, 20 licenses part of the procurement item, MCA-Nepal interprets that the 20 participants will have no issues obtaining the access to download 7 volumes of HDM-4.</li></ul>
3.	<b>Scope of Services – Deliverables, Pg. No. 9</b>	The RFP asks for an assessment of competence – is this assessment expected to be completed	<ul style="list-style-type: none"><li>• Yes. Assessment of competence after the second of the training.</li></ul>

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	<i>Assessment of the competences acquired at the end of the two-weeks course by all attendees for monitoring and evaluation purposes and submitting the report;</i>	within the second week of training? When are the results of the assessment expected to be available, to allow time to mark the assessment? Will the participants have access to a laptop with HDM-4 installed to enable them to complete an assessment?	<ul style="list-style-type: none"> <li>• Both parties can agree on a date after contract signing and prior to the training.</li> <li>• We understand the trainer will provide time bound full access to trainees during course of evaluation</li> </ul>
4.	<p><b>Scope of Services – Deliverables, Pg. No. 9</b>  <i>Profile of the trainer:  The proposed trainer is required to hold minimum a master’s degree in engineering or economics with at least twenty (20) years of relevant experience including working with HDM4 at the national/state/provincial road network level and at the project level.</i></p>	Though the qualification requirement for the trainer is Masters in Engineering, we assume that a PhD in Engineering would be acceptable instead of Masters, please confirm?	<ul style="list-style-type: none"> <li>• PhD in Engineering is also acceptable. Confirmed.</li> </ul>
5.	<p><b>Scope of Work – Training program for Week 2</b>  <i>Case studies on the project level for three road sections referred to as the Dhan Khola Lamahi Road Section (DLRS), Narayanghat Mugling Road Section (NMRS), and Kanchanpur Nadaha Road Section (KNRS) for which all the data and the analysis is available. Other case from other sources.</i></p>	Regarding the case studies mentioned, could you please confirm if the data available for these case studies includes the actual HDM-4 project files in a HDM-4 workspace or is the trainer expected to set up these case studies? Also please provide some details about other cases to understand the magnitude.	<ul style="list-style-type: none"> <li>• Trainer is expected to set up the case studies while they will be provided with available information like traffic, IRI, FWD deflections etc. There are pertinent details and case study shall be performed for the provided road sections.</li> </ul>

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6.	<b>General</b> <i>Week 1 training</i>	Could you please provide a tentative date/ month when the week 1 training would start, this is to check the availability of the trainer.	<ul style="list-style-type: none"> <li>• After receiving the Procurement Implementation Plan – the contract is expected to be signed on October. Considering time and availability of participants from DoR and Institute of Engineering – the training month would ideally be January or February 2025.</li> </ul>