



PROCUREMENT OF HDM4 TRAINING

REF NO: MCA-N/RMP/SH/080

ADDENDUM #1

Issued on 16 September 2024

This Addendum No. 1 modifies respective portions of the Request for Quotations (RFQ) issued on 03 September 2024. The changes, as indicated below, are effective on the date of issue of this Addendum.

Except as expressly amended by this Addendum, all other terms, and conditions of the Request for Quotations issued on 03 September 2024 remain unchanged and shall remain in full force and effect in accordance with their terms.

SN	Reference of the RFQ	Amendments
1	RFQ Clause 3(e)	<p>“3 (e) Clarifications may be requested by email not later than 10 September 2024 so that responses can be issued not later than 12 September 2024. The request for requesting clarification is:</p> <p>Millennium Challenge Account Nepal (MCA-Nepal) Attn: The Procurement Agent Address: 2nd & 3rd Floor, East Wing, Lal Durbar Convention Centre, Yak & Yeti Complex, Durbar Marg, Kathmandu, Nepal E-mail : MCANepalPA@dt-global.com</p> <p>Has been replaced by:</p> <p>“3 (e) Clarifications may be requested by email not later than 17 September 2024 so that responses can be issued not later than 20 September 2024. The request for requesting clarification is:</p> <p>Millennium Challenge Account Nepal (MCA-Nepal) Attn: The Procurement Agent Address: 2nd & 3rd Floor, East Wing, Lal Durbar Convention Centre, Yak & Yeti Complex, Durbar Marg, Kathmandu, Nepal E-mail : MCANepalPA@dt-global.com</p>
2	RFQ Clause 3(f)	<p>“(f) All documents listed under 3 (b) including your Form of Quotation with the priced List of Services and Delivery Schedule should be submitted electronically by 17 September 2024 before 10:00 hours (Nepal Time) through the file request link (Dropbox Link) below:</p>

SN	Reference of the RFQ	Amendments
		<p>https://www.dropbox.com/request/kLgXoj6uUHLL7NQzcr4a</p> <p>Instruction for uploading your submission:</p> <ul style="list-style-type: none"> • Click on this link/type this link correctly in a browser. • Click on Add Files. • Click on Files from Computer (Choose files from Computer). • Click on +Add more files (Optional, only if you have more than one file and so on for other files). • Enter your: First name and Email address. • Click Upload: Successful upload completed the submission. <p>Please note that the provided Dropbox link will expire on the deadline for submission indicated as above, consequently no late quotations will be received.</p> <p style="text-align: center;">Has been replaced by:</p> <p>“(f) All documents listed under 3 (b) including your Form of Quotation with the priced List of Services and Delivery Schedule should be submitted electronically by 24 September 2024 before 10:00 hours (Nepal Time) through the file request link (Dropbox Link) below:</p> <p>https://www.dropbox.com/request/kLgXoj6uUHLL7NQzcr4a</p> <p>Instruction for uploading your submission:</p> <ul style="list-style-type: none"> • Click on this link/type this link correctly in a browser. • Click on Add Files. • Click on Files from Computer (Choose files from Computer). • Click on +Add more files (Optional, only if you have more than one file and so on for other files). • Enter your: First name and Email address. • Click Upload: Successful upload completed the submission. <p>Please note that the provided Dropbox link will expire on the deadline for submission indicated as above, consequently no late quotations will be received.</p>
3	RFQ Clause 3(g)	<p>(g) Quotations shall be opened on 17 September 2024 at 10:30 hours electronically.</p> <p>Late submissions will be automatically rejected.</p> <p style="text-align: center;">Has been replaced by:</p> <p>(g) Quotations shall be opened on 24 September 2024 at 10:30 hours electronically.</p> <p>Late submissions will be automatically rejected.</p>

SN	Reference of the RFQ	Amendments
4	Attachment 3 LIST OF SERVICES AND DELIVERY SCHEDULE	Attachment 3: LIST OF SERVICES AND DELIVERY SCHEDULE is amended to read as Annex 1 of this Addendum#1.

Annex 1

Attachment 3

LIST OF SERVICES AND DELIVERY SCHEDULE

S.N.	Description	Unit	Quantity	Unit Value (USD)	Total Amount (USD)	Delivery Schedule
1	Initial Service					As per Scope of Services (in Attachment 1)
1.1	Access to download the 7 volumes of HDM-4 for 20 candidates at least 30 days before week 1 Training Program.	Lump Sum	1			
1.2	Digital copy of the slides for week 1 training program at least 30 days before the training for week 1 training program starts. The training course is to be prior reviewed and approved by MCA-Nepal.	Lump Sum	1			
1.3	HDM-4 <u>Training program for Week 1.</u>	Per Training	1			
1.4	Digital copy of the slides for week 2 at least 30 days before the training program for week 2 starts. The training course is to be prior reviewed and approved by MCA-Nepal.	Lump Sum	1			
1.5	HDM-4 <u>Training program for Week 2 (4 weeks after week 1).</u>	Per Training	1			

S.N.	Description	Unit	Quantity	Unit Value (USD)	Total Amount (USD)	Delivery Schedule
1.6	Assessment of the competences acquired at the end of the two-weeks course by all attendees for monitoring and evaluation purposes and submitting a report on the same.	Lump Sum	1			
1.7	Full institutional licenses for the Department of Roads, Ministry of Physical Infrastructure and Transport.	Per Pack	5			
1.8	Educational licenses for the Institute of Engineering of Tribhuvan University.	Per pack	5			
2	Support Service after completion of all the trainings					
2.1	Support Service that is Capacity Building Program (in Nepal) for 5 months@4 sessions/month (total 20 session), each session of 90 minutes by trainer	Per session	20			
2.2	Final report at the end of the support service summarizing all the Q&A.	Lump Sum	1			
Total Amount (excluding VAT)						
VAT 13% (if applicable)						
Total Amount (Including VAT)						

Note:

1. The evaluation and comparison of the quotation will be carried out with the total amount (Excluding VAT).
2. The price in the table above must be filled out and submitted by the Service Provider and it shall include all the costs needed to provide the services by the Service Provider as per the requirements in the Request for Quotations.

3. The quoted price shall include all the costs associated with the preparation and conducting the training, which includes the training fees, travel costs (international as well as local) & logistics requirements including per-diem and accommodation for the trainer, training materials to be distributed to trainees (as mentioned in Attachment-1; Scope of Services under Deliverables), costs related to HDM-4 certificates for trainees and other costs as deemed necessary towards the delivery of the assignment. (MCA-Nepal will provide the training facilities including training room, projector, printer, lunches and refreshments for the duration of the training).
4. **Payment Schedule:** Payments will be made within thirty (30) days only after the approval of the deliverables and submission of a valid VAT invoice with approval of the deliverables. Payment conditions are as follows:
 - a. Each delivery should be completed and accepted; an acceptance note shall be attached with the invoice.
 - b. An acceptable invoice (VAT invoice for local service provider) shall be submitted.
 - c. Support services payment shall be made as follows: the total quoted price for the support services is to be divided on a monthly basis for each of five (5) months of capacity building after initial training. Payment will be made within 30 days after submission of acceptance report of the deliverable with Supplier's valid invoice.
 - d. From each invoice a 5% retention will be made, which will be released with the last payment under the Contract.

We confirm that we have no conflict of Interest as per MCC Accountable Entity Procurement Policy & Guidelines which are provided on the MCC website <https://www.mcc.gov/resources/doc/010124-ae-program-procurement-policy-guidelines/>.

We also confirm that we abide by the provisions of MCC Accountable Entity Procurement Policy & Guidelines.

Our Quotation is valid for ninety (90) days from the date of Submission and is in accordance with the requirement stated under this Request for Quotation.

Service Provider: *[Include Date and signature]*