

Reference number: 20190321TA2		Framework Agreement Technical Assistance Services under the EFSD Guarantee NASIRA (TA2)
Publication Date		15 July 2019
Subject	Question	Answer
15 July 2019		
Mini – competition – TA2	The tender document refers to a mini-competition procedure for Further Agreements, but there is very little information on the process of the mini-competition: time-lines, assessment (scoring) of proposals, will always technical proposals be needed or sometimes only CVs? will FMO sometimes combine CVs from different framework holders? etc. Could you provide some more information on this?	<p>The mini-competition will involve ‘call-downs’ for specific TA assignments, which will be open to all successfully shortlisted firms.</p> <p>The mini-competition guidelines will be shared with framework firms. For the purposes of responding to this query, the call-down process will be transparent, competitive and economically efficient. It will follow the following format:</p> <ol style="list-style-type: none"> 1. call for competition (call-down), with an accompanying Terms of Reference. 2. Initial submission of bids 3. Negotiations leading to final bid <p>Regarding step 2, submission of bids: For call-downs valued at or below EUR 20,000 only a short concept note, CVs, and project references would be required. For call downs valued at or more than EUR 20,000 a brief approach and methodology section would be requested in addition to CVs and project references.</p> <p>Regarding step 3, negotiations leading to final bid, this may involve technical aspects of the bid and / or the quoted price. The purpose of these negotiations is to reach a position where the services are cost-effective, and best meet the identified needs in accordance with the terms of reference and input specifications.</p> <p>FMO may decide to award the contract on the basis of the initial bids (step 1) if it reserved the right to do so in the contract notice or if the bid already meets the requirements and needs of the assignment in full.</p>

<p>Technical proposal: financial model – TA2</p>	<ol style="list-style-type: none"> 1. P.10 and P.28. You mention a financial model based on the vision of the Tenderer and the Tenderer’s team experience. Could you clarify what kind of financial model you refer to? 2. Referring to the vision as qualitative criteria, there is requested to refer to the financial model. Question: As the financial offer will be contained in a separate envelope, please confirm our understanding that for the financial model. Is it required to input in the summary of activities table (Annex 2 to the RfP, pages 29/30 of the TOR) that enters into the technical offer, the costs associated with the implementation of interventions – a) development costs and b) operational costs including a quantification of the costs 3. Please provide a template or form to be filled under financial model required under art 4.1. 	<p>The template has been changed to read days instead of hours.</p> <p>Potential Service Providers are requested by FMO to submit their vision on the operationalization of the Facility through a Theory of Change, a vision document that contains a full description of the activities they consider appropriate to achieve the objective of the NASIRA program, and a financial model based on their vision and their team’s experience. FMO expects potential Service Providers to carefully consider the demands and necessities of the Target Groups in the Theory of Change and throughout the envisaged assignment.</p> <p>The ‘financial model’ refers to the budget required to deliver the Theory of Change and proposed activities to reach the target groups in a fictitious country with a fictitious client. This should be in line with the types of services and level of expertise the service provider is proposing within the framework. As stated on page 7 of the RFP, the Framework has no financial value in and of itself. Only Further Agreements awarded following mini competitions under the Framework Agreement will be preceded by a budgetary commitment.</p> <p>The price schedule template is provided on the FMO NASIRA procurement webpage (https://www.fmo.nl/nasira), please note that a revised template has been uploaded to show the daily fees being calculated by days instead of hours.</p>
<p>Composition of proposal -TA2</p>	<p>P. 10-11 the total maximum size of the description of different element is indicated as ‘double sided’. To confirm, is the maximum size 12 pages in total, but you want to receive it double-sided hardcopy (=6 sheets of paper A4)?</p>	<p>The total maximum size of the description of the Vision is 6 pages A4, double sided, or 12 pages in Georgia font size 10.</p> <p>The total maximum size of the answer regarding the Project Organization is 4 pages A4, double sided, or 7 pages in Georgia font size 10.</p> <p>The total maximum size of the answer regarding risks will be 2 pages A4 double sided, or 4 pages in Georgia font size 10.</p>
<p>Consortium / partnering – TA2</p>	<p>Is it allowed for Potential Service Providers to partner for future assignments when they don’t apply in a consortium but are both shortlisted based this ToR?</p>	<p>The consortium partners presented by the leading supplier at the time of tendering for this RFP are the only eligible firms which can be included in future call-down proposals.</p> <p>In future call-downs, the leading supplier is not required to partner with all consortium partners but can pick and choose which firm or firms to present depending on the needs of the assignment.</p>

		Is it therefore not allowed for potential service providers to partner with firms outside of their consortium, even if that firm or those firms have been shortlisted within the larger framework.
Restrictions on annexes – TA2	Can we annex CVs to support the requested description of persons/positions in the section Project Organization?	Yes, it is encouraged that tenderers provide CVs in the Annex. Please limit annexed CVs to 2 pages double-sided, or 4 pages in Georgia font size 10.
Page limit / length of proposal – TA2	<ol style="list-style-type: none"> Should 1 double page be understood as 2 regular pages? Art 4.1 calls for 6 pages A4 double side to cover vision (composed on theory of change and financial model). Taking into account complexity of the requirements for theory of change, min number of categories of services and target groups – we found proposed page limit not reasonable. Our understanding of RFP is that 6 pages double side applies as limit per category, therefore 24 pages double side is the overall limit. Please confirm our understanding. 	<p>The total maximum size of the description of the Vision is 6 pages A4 double sided, or 12 pages in Georgia font size 10.</p> <p>The total maximum size of the answer regarding the Project Organization is 4 pages A4 double sided or 8 pages in Georgia font size 10.</p> <p>The total maximum size of the answer regarding risks will be 2 pages A4, double sided or 4 pages in Georgia font size 10.</p>
Reference number – TA2	<p>In the documents for the TA2, there are several reference numbers as follows:</p> <p>Publication Reference no. TED: Netherlands-The Hague: Financial and insurance services 2019/S 105-256403 (page 1, Contract notice)</p> <p>Contract Title: Framework Agreement Technical Assistance Services under the EFSD Guarantee NASIRA (TA2) Reference number: 20190321TA2 (page 2, Contract notice)</p> <p>Reference no. RfP_TA2_FMO: 19 - 261738 – 001 (page 1, Request for Proposal - RfP)</p> <p>Question: Could you please indicate which one to refer to for the reference code of the tender procedure?</p>	<p>Please refer to the FMO RFP Title and reference no.:</p> <p>The open procedure for Technical Assistance to Financial Intermediaries under the EFSD Guarantee ‘NASIRA’ Reference no. RfP_TA2_FMO: 19 - 261738 – 001</p>

<p>Team and Expertise – TA2</p>	<p>Contrary to the TA1 (<i>refer to the respective RfP, pages 10/11</i>), we have not seen any requirement related to expert team and expertise to be presented in the technical offer for TA2 although in the price schedule (<i>Annex 3</i>), there are listed the positions junior consultant (< 5yrs), senior consultant (5-10 yrs), director/manager (>10 yrs) for TA2.</p> <p><u>Question:</u> Kindly clarify what are the requirements and positions for the expert team for TA2</p>	<p>It is requested that the tenderer propose a suitable team composition for services to be delivered under TA2.</p> <p>It is highly encouraged that tenderers provide CVs in the Annex. Please limit annexed CVs to 2 pages double-sided, or 4 pages in Georgia font size 10. FMO does not prescribe that a certain format be used for CVs.</p>
<p>Contract notice: Total value for TA2</p>	<p><u>Question:</u> Could you please confirm if the estimated total value for TA2 will be EUR 2.5 million (excluding VAT)? (<i>page 3, Contract notice</i>)</p>	<p>Yes, the correct amount is 2.5 million euro excluding VAT.</p>
<p>Deadline and time for receiving the Tenders – TA2</p>	<p>Question: Does the 1st of August 2019 mean that all tenders to be handed in before or on that date and/or in case for post/courier services deposited before 1st of August 2019? In case it is the day of 1st of August, is there any time limit? (<i>page 4, Contract Notice and page 7, RfP</i>)</p>	<p>The deadline for receiving tenders is 11:59 PM (23.59) on August 01. Tenderers are able to send tenders earlier if they so wish.</p>
<p>Size of the description of the Vision – TA2</p>	<p>Kindly confirm if the maximum size is 6 or 12 pages (i.e. 6 pages double-sided in A4-Format)</p> <p>Kindly confirm if the font is Georgia 10 (not mentioned) (<i>page 10, RfP</i>)</p>	<p>The total maximum size of the description of the Vision is 6 pages A4, double sided, or 12 pages in Georgia font size 10.</p> <p>The total maximum size of the answer regarding the Project Organization is 4 pages A4, double sided, or 7 pages in Georgia font size 10.</p> <p>The total maximum size of the answer regarding risks will be 2 pages A4 double sided, or 4 pages in Georgia font size 10.</p>
<p>Summary of activities table – TA2</p>	<p>Kindly confirm if the summary of activities tables (<i>Annex 2 to the RfP, pages 29/30 of the TOR</i>) are in addition to the maximum size mentioned (<i>Annex 2 to the RfP, pages 10/11 of the TOR</i>)?</p> <p>We did not see any template for the summary table – kindly confirm if you have a preferred format for the table.</p>	<p>Tenderers can propose their own format for the table. The table is in addition to those listed on pages 10 and 11 of the RFP.</p>
<p>CV template – TA2</p>	<p>Kindly provide the template that should be used for experts for TA 2</p>	<p>There is no format stipulated, tenderers can present a format of their choosing. Please limit CVs to 2 pages double-sided, or 4 pages in Georgia font size 10.</p>

Variants – TA2	Kindly provide us with the meaning about: “Tenderers are not authorized to tender for a variant in addition to this tender procedure”? (page 16, RfP)	Tenderers should not apply to any other similar TA framework tendered by FMO whilst this tender is in process.
Annex 2 – TA2	Is there a defined number of institutions to be supported in each country?	No, NASIRA will be opportunistic in seeking out existing and new FI clients to engage the target groups.
Annex 2 – TA2	We note the need to develop a theory of change for the project as part of the proposal. At this stage, as we are not sure of specific needs of the institutions supported, may we develop a generic theory of change that focuses on all the subcomponents as highlighted in the terms of reference?	The Theory of Change should reflect the high-level activities tenderers feel should be included to reach NASIRA’s stated objective and outcome.
Annex 2 – TA2	To understand the needs of the prospective institutions to be supported, we propose that we carry out a detailed diagnostic and assessment at the commencement to cover: current strategic plans; strategic vision of the institution; envisaged future; current financial, operational, and management functions; extent of digitization; existing products and services; segments served etc. Kindly clarify if FMO will be conducting any diagnostics and if yes, may we join the diagnostics stage to assess the needs for technical assistance (similar to 20190321TA1). If so, please advise how costs for such due diligences will be covered by FMO.	At this stage FMO is tendering for consulting firms to support the entirety of the NASIRA technical assistance pipeline, including diagnostic and needs assessments, studies and finally targeted TA, therefore no firms or experts will be invited for such activities until the framework is in place. In reference to due diligence, financial due diligence of the FIs are being covered by FMO.
CV submission 4.1 – TA2	Please confirm our understanding that no CVs are required for this selection. If CVs are required please amend the RFP to specify the exact requirements and allow another 2 weeks for additional clarifications on amended RFP, with respective shift of the submission deadline of proposals.	It is highly encouraged that tenderers provide CVs in the Annex. Please limit annexed CVs to 2 pages double-sided, or 4 pages in Georgia font size 10. FMO does not prescribe that a certain format be used for CVs.
Price Schedule Annex 3 – TA2	Please clarify our understanding that price schedule shall reflect maximum daily rates for three degrees of seniority without nominating concrete experts.	Yes, the price schedule shall reflect maximum daily rates for three degrees of seniority, it is not expected that experts are nominated at this stage in the price schedule.

<p>Corporate Profile 4.1 – TA2</p>	<p>The RFP does not call for company profile. We read this as not mandatory information which is not included in evaluation; however, theory of change calls for demonstrated experience and knowledge of the local contexts. We believe that page limit for vision (to include theory of change) does not allow for good overview of companies past record and capacities. We would like to propose to amend the vision composition and add additional page limit to include company profile (similar to 20190321TA1)</p>	<p>It would be useful for tenderers to include a company profile to demonstrate relevant experience, tenderers are invited to provide a company profile in the Annex if they so wish.</p> <p>If FMO decides to extend the page count for the Vision for any other section of the proposal this information will be shared on the FMO webpage on July 15.</p>
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