

# Support to forest sector reform in Kenya, Implementation phase, 2009-2014 Clarification of the Expression of Interest; Queries received until 7.7.2009

## 1) Question:

It is indicated in the IEOI (page 5) that II. Curricula vitae (CV) of the Team for planning mission (as in Annex E) CV of the TL shall not exceed each four (4) pages (size A4). The pages exceeding the maximum number given for the CVs shall not be considered.

What is meant by planning mission? Is the maximum number of pages for CV four (4) only for TL (team leader?) or for all experts?

## Answer:

The Expression of interest consist of following parts :

- Presentation of technical quality aspects (max 5 pages ) which includes the presentation of the service provider and the preliminary ideas of the approach for the MMB Programme in Kenya;

### Annexes:

- Presentation of the expert team, CV:s of each team member , each maximum of 4 pages
- Company references, maximum of 10 references and a maximum of 5 pages
- Table of expertise

Any other annexes or supplementary materials shall not be considered

## 2) Question:

It is indicated in the IEOI (page5) that III. Consortium/Company references (max. 5 pages in total, size A4) The number of relevant company reference sheets in the EOI should not exceed ten (10) and should not be older than five (5) years. The company references are needed in English only.

Do we understand that the allocated 5 pages should contain all 10 references?

Answer: See above, Answer no 1

## 3) Question :

Are there any other requirements for company references than the ones presented on page 5 (planning, implementation, 5 years old)?

Answer: No other requirements for references

## 4) Question:

It is stated on page 5 that the EOI consists of the following parts and with maximum number of pages

I. Presentation of technical quality aspects, max 5 pages

II Curricula vitae of TL, max 4 pages

III Company references, max 5 pages

What is the total length of EOI ? Any Annexes allowed ? Are supplementary materials allowed ?

Answer: See above, Answer no 1

## 5) Question:

Presentation of technical quality aspects (max 5 pages in total, size A4) (page 5) include Presentation of the Service Provider's quality assurance methods

Preliminary ideas of the approach for the MMMB Programme in Kenya

Presentation of the expert team and table of expertise.(see Annex F)

Can Annex F: Table of expertise be presented as Annex or is it included in the max 5 pages in Presentation of Technical Quality Aspects?

Answer: See above, Answer no 1

6) Question:

ANNEX+F+Table+of+expertise.doc, when opened is titled as Annex E ?

Answer: Table of Expertise is annex F

7) Question:

ANNEX+F+Table+of+expertise.doc has an empty column on left ? What information is expected to be filled in this ?

Answer: The information which is required is in the left column. The consultant should give its Answers in the right column: yes or no

8) Question:

It is indicated in the IEI (page 10) that A detail work plan with outcome and time schedule of activities for the first twelve months of the Programme and a preliminary outline for the remaining part of the Programme (total being 5 years) will be finalised at the commencement of the Programme.

Will the work plan be part of the forthcoming technical tender prepared after interviews based on the MFAs advice or is it prepared by the successful tenderer at the commencement of the programme ?

Answer:

The work plan will not be part of the final instruction to tenderers. See Answer no 1 and page 10 in the EOI

9) Question:

Are the statements of exclusivity needed for the adviser team members? If yes is there a specific format available?

Answer: No

10) Question:

It is indicated in the IEI (page10) that "Submission of the Tender, tentatively 7.9.2009 at 10.00 hrs, will be specified in the final instructions to tenderers.

What is the timing for publishing the final instructions as stated in IEI page 10?

Answer:

The given timetable is tentative. The final instructions to tenderers will be finalized during the week 35. After publishing of the final instructions there will be 7-10 days time for submission of the Tender.