

Clarifications

RFP23-5965 – Preferred Suppliers for services to support the work of SPC FAME

Date: 06/12/2023

Bidder's question	SPC's response
Do we need to submit Annex 4 where we need to address the selection criteria and address again these selection criteria in the cover letter?	In the annex 4 Technical Proposal you reply to each selection criteria and in your cover letter you can have more detailed responses to criteria or vice-versa.
How do we know whether the diplomas and certificates are relevant or not?	Depending on the selection criteria of the work area you are bidding for, you will have to provide evidence of the diplomas or certificated that are required. If you have other qualifications related to the work area you are bidding for please provide a copy as well
When we send the financial proposal password protected, do you need the password in the same email or in a separate email, or is there another protocol to allow access?	You must send your financial proposal password protected. If you pass the technical evaluation, SPC will then ask for your password by email. SPC opens financial proposal only for bidders who have passed the technical evaluation.
Please explain how the PSA works, is it working for small contracts and large projects will in any case go out to broader tender?	The PSA covers all future assignments there is no threshold limit. However, if the procuring section thinks they can't find the expertise required for a specific assignment within the list of PSAs they can go to an RFP process.
Please explain how the PSA works if we are offered a PSA but no assignment during the first year of the PSA as the PSA can be renewed based on performance?	Two options may be available: 1- The "probation" period of one year can be extended, bearing in mind that the contract can be for a maximum of four (4) years. 2- The activation of the PSA could be the date of the first assignment. These options will be discussed during evaluation committee.
If I'm still under a PSA contract for SPC, when the new arrangements start?	New PSA will start once the current PSA has lapsed. Current PSAs end in April 2024 and SPC would like to contract new PSAs by end of April.



<p>If I'm an individual, how can I fill the due diligence form?</p>	<p>This document is mandatory and has to be filled by each member. Replying "no" to a specific question doesn't disqualify the bidder, the status of the bidder (Individual or company) will be considered.</p>
<p>If there is no business registration system in my country, how can I respond this requirement?</p>	<p>In that case you need to provide a tax registration certificate.</p>
<p>If I'm bidding on my own and another bidder is asking me to be part of their list of consultants, is it acceptable?</p>	<p>If you have been asked to be listed as a subcontractor in another company's bid, that is acceptable as it will be the other company's bid not your own, but you should also submit and sign a conflict-of-interest declaration just to advise that you are listed as a subcontractor for that other company's bid.</p>
<p>If there is no professional insurance in my country, how can I reply to this requirement?</p>	<p>You can provide your medical, travel and personal risk insurance, and at least one response from an insurance company certifying this is not feasible.</p>