



CLARIFICATIONS

Date:	21 November 2024
To:	Interested suppliers
Contact:	SPC Procurement – procurement@spc.int
Subject:	Clarifications
Procurement Reference:	RFP24-7021
RFP Title:	Preferred Supplier Agreement for Support in Oceanic/Tuna Fisheries Assessment, Research and Development

Clarification 1: Applications

- Question: Will the services be for FAME Oceanic Fisheries Programme (OFP) applications?
- Answer: Services may also be required for the FAME Coastal Fisheries and Aquaculture Programme (CFAP). Please note that Preferred Supplier Agreements can be used by all divisions within SPC.

Clarification 2: PSA Renewal

- Questions: If we don't get work from SPC in the first year, could we qualify for the rollover after year 1? If we are working on a project team for a SPC project but are not holding the contract directly (e.g. working as a sub-contractor), would that qualify as work for SPC in year 1 which would allow us to be considered for the 3-year rollover?
- Answers: Our Procurement Policy states that a PSA will be initially for one year and will only be renewed on confirmation of satisfactory performance before the expiry of the contract, for up to three years. This applies for the main contract holder only.

Clarification 3: References

- Questions: In Annex 4, applicants need to provide details of three clients for references. In instances where an applicant was sub-contracted by another entity, should the applicant provide details for the client of the overall project (i.e., not the entity that sub-contracted the applicant)? Presumably, the clients for references should not include SPC?
- Answers: Please provide both the contractor's and the overall project client references in cases of subcontracted work. External references are preferable, but SPC references can also be provided. If possible, please provide at least one reference external to SPC.

Clarification 4: Number of Assignments

- Questions: Could you provide any indication of the average number of assignments expected per year? Additionally, does SPC have a pre-defined plan for engagement within each of the specified work packages?
- Answers: We can't predict the number of assignments at this stage, hence there is no pre-defined plan of engagement within each of the specified work packages. We might on average have a few projects to outsource each year.

Clarification 5: Working Structure

- Questions: Can you clarify the preferred structure for the working relationship? Does SPC favour a retainer model with a guaranteed number of hours per month, or is a project-based approach with fixed fees and timelines for individual work packages preferred?
- Answers: It will be mostly project based, implementation contracts for set pieces of work, but some services could also be based on retainer / a number of hours per month. It will depend on the need.

Clarification 6: Cost Estimation

- Questions: How are final cost estimates determined? Does the financial proposal outline an overall rate for evaluation by SPC, after which a selected supplier proposes the time investment needed to complete a specific work package?
- Answers: We have requested personnel rates rather than an overall cost estimate as we can't predict the number of assignments at this stage. The rates provided in the financial proposals will be compared in the financial evaluation. The cost estimate will only be calculated when a work package is requested, based on the agreed rates and the time required for the specific work.

Clarification 7: Subcontracting

- Questions: Are there any specific restrictions or conditions on the use of subcontractors within any of the work areas?
- Answers: There are no particular restrictions with regards to the use of subcontractors, as long the contractor informs SPC about which subcontractor(s) will be used and as part of which implementation contract. The contractor shall provide additional information (CVs etc.) at SPC's request.

Clarification 8: Insurance Requirements

- Questions: Are there any specific insurance policies that we would be required to maintain, particularly for potential in-country activities?
- Answers: As stated under the SPC General Terms and Conditions of Contract:
 - The Contractor will hold insurance against all risks in respect of its employees, sub-contractors, property and equipment used for the execution of the Contract, including appropriate worker's compensation for personal injury or death.
 - The Contractor will also hold liability insurance in an adequate amount to cover third party claims for any claims arising from or in connection with the provision of services under the Contract.

Clarification 9: Data Access

- Questions: Some tasks may rely on the availability and quality of data. Will suppliers be expected to have pre-existing access to certain datasets, or will SPC provide all necessary data access for project work?
- Answers: We will provide data if/as required and under confidentiality agreements if necessary.

If you have already made a submission and wish to amend it, you can submit a revised proposal before the deadline. In that case, please state that you wish to use your last submission when you resubmit.

All other terms and conditions remain unchanged.