

## F.A.Q

### GIZ-IDEA: Development and Operationalization of M&E framework for the Energy Division of MEW

#### Section 5, Point no. 7 of ToR

Reports documenting details of activities conducted including mentoring & coaching, reflection sessions, refresher sessions and inputs to Dy. Minister, Energy at the End of week 14, 18, 22 and 26. Q1. How are these reports different from the monthly progress reports? We would suggest these reports get incorporated in the monthly progress reports.

#### Response from GIZ

It means till week 14 there will be monthly reports on progress of the assignment. After week 14 since the assignment will reach to the very important stage, detailed reports with description of conducted activities are required and these reports to DM, Energy specifically focus on the capacity building activities.

#### Section 7 of ToR

	Total Working Days	Total Onsite Days
M&E Team Leader	130	91
M&E Specialist 1	130	140
M&E Specialist 2	130	140

Q2. This matrix does not correspond with the effort estimate presented in section 9 of the ToR. Our understanding of deployment/ effort is as under:

Team Leader: at least 13 weeks onsite (91 calendar days/ 65 working days) out of 26 calendar weeks inputs.

M&E Specialist - 1: at least 20 weeks onsite (140 calendar days/ 100 working days) out of 26 calendar weeks inputs.

M&E Specialist - 2: at least 20 weeks onsite (140 calendar days/ 100 working days) out of 26 calendar weeks inputs.

Please confirm.

#### Response from GIZ

Each onsite week includes seven days, because of accommodation and per diem, therefore 13 and 20 weeks onsite have been counted 91 days and 140 days. The total project duration is 26 weeks which makes 182 calendar days. each working week counted 5 days which makes the total working days 130.

#### Section 9 of ToR

At least 10 years of relevant work experience

Q3. Based on our experience of delivering similar projects, we believe that minimum years of experience for M&E Specialist - 2 can be reduced to at least 5 years.

#### Response from GIZ

GIZ still suggests M&E Specialist – 2 to be with 10 years' experience, but If he/she is hardly available, at least 7 years' experience is acceptable.

**Section 8 of ToR**

Ministry of Energy & Water (MEW), Kabul, Afghanistan with visits to at least 3 provinces (to be decided in consultation with the by. Minister, MEW).

**Q4. Is there any estimate available on the minimum number of days to be spent in each province?**

**Response from GIZ**

At least 5 days in each province.

**Section 10 of ToR**

Consultant is expected to coordinate directly with GIZ-RMO for risk management.

Please clarify how interactions will be held with GIZ-RMO at the proposal development stage and later during execution.

**Q5. What type of security arrangements would be provided to the consultants by GIZ in Afghanistan. Please clarify?**

**Response from GIZ**

The whole aim of this section is that the consultants should coordinate all their movements inside Afghanistan with GIZ RMO (Risk Management Office). GIZ-IDEA will only introduce the consultants to RMO in the first mission. GIZ-RMO will provide security updates to consultants through emails and text messages on their mobile phones as well.

For logistics and transport inside Afghanistan, the firm is encouraged to have joint venture with Afghan company.

**Section 1.1, in Bidding Conditions**

The designation of a contact person at the Head Office who is responsible for the project, with his or her CV included

**Q6. If the Executive Director of the firm himself is involved in the project as the Team Leader, do we still need to provide another CV to comply with this requirement?**

**Response from GIZ**

If the Executive Director of the firm is involved in the project as the Team Leader, his CV should be provided and his qualification and experience should meet the criteria mentioned in the ToR.

**Technical Proposal Standard Formats, Section B in Bidding Conditions**

2 page description of background, organisation and competencies of the consulting firms and each associate for this assignment.

**Q7. Does this mean 2 page for each consortium partner/ associate organization?**

**Response from GIZ**

2 pages description of background, organization and competencies for both the consulting firm and associate organization.

Section-7 of ToR (Contract Duration), Page-5: The ToR Document mentions following numbers of total and onsite days that the key personnel will need to be deployed or the assignment:

Sl. No	Personnel	Total Days	Total Onsite Days (Afghanistan)
1	M & E Team Leader	130	91
2	M & E Specialist-1	130	140
3	M & E Specialist-2	130	140

Query: We understand that the total days of deployment per personnel are inclusive of the onsite days. However, the details mentioned in the ToR document in this regard do not match. The number of onsite days (Afghanistan) for M & E Specialist 1 and 2 are more than the total days of deployment. *Please clarify*

#### Response from GIZ

Each onsite week includes seven days, because of accommodation and per diem, therefore 13 and 20 weeks onsite have been counted 91 days and 140 days. The total project duration is 26 weeks which makes 182 calendar days. each working week counted 5 days which makes the total working days 130.

Section-10 of ToR (Other Provisions), Page 6: The ToR document mentions that 'Consultant is expected to coordinate directly with GIZ-RMO for risk management'.

Query: We would like to submit here that we will be taking care of all the travel and health related insurances of the personnel deployed for the assignment. However, we would like to understand as to what types of security arrangements will be made by the GIZ for the key personnel for their onsite deployment in Afghanistan. *Please clarify.*

#### Response from GIZ

The whole aim of this section is that the consultants should coordinate all their movements inside Afghanistan with GIZ RMO (Risk Management Office). GIZ-IDEA will only introduce the consultants to RMO in the first mission. GIZ-RMO will provide security updates to consultants through emails and text messages on their mobile phones as well.

For logistics and transport inside Afghanistan, the firm is encouraged to have joint venture with Afghan company.

Section-2 of Bidding Conditions, Page 4: The document mentions 'A request that the first-ranked bidder present candidate staff members previous to the awarding of the contract does not constitute grounds for a claim for reimbursement of related costs from the GIZ'.

Query: We understand that during the negotiation stage GIZ may like to reconfirm the availability, qualifications and experience of the key personnel proposed by the first-ranked bidder prior to awarding the contract.

*Please clarify as to:*

Whether the first-ranked bidder will be required to share the self-attested testimonials and other credentials related documents of the key personnel with GIZ

(or)

The first-ranked bidder will be required to ensure in-person presence of the key personal for personal interaction with GIZ; for which no reimbursements could be claimed. If Yes, this interaction would be in India or in Afghanistan.

Response from GIZ

the fist-ranked bidder will be required to share the self-attested testimonials and other credentials related documents of the key personnel with GIZ-India and GIZ-Afghanistan.

The first-ranked bidder will be required to ensure in-person presence of the key personal for personal interaction with GIZ-India; for which no reimbursements could be claimed.