17th^H Nov 2016

F.A.Q

Tender Strategic Alliance - Corporate Engagement in Start-up and Social Enterprise Incubation- GIZ

Q1. In Section 3: Terms of Reference, 1. Background, is there a limitation on sectors? Does GIZ have a broad scope of different sectors that can be considered?

Answer: The assignment is focused on startups with innovative product/ solutions that are focused on BoP. Hence the assignment is social sector agnostic.

Q2. Regarding formation of consortium, are there any documents to be signed for the consortium before the award of contract?

Answer: Yes, once you finalize on the consortium, the lead firm shall submit a letter (via email to GIZ procurement) indicating the partners of the consortium and broad role each of the partners will play in the consortium. The letter shall also indicate affirmation from each of the partners of the proposed consortium to participate in the bid. Post the written consent from GIZ on the consortium, the firm could apply for the bid.

Q3. When will technical presentation as highlighted in Section 2 – Instruction to Consultants, [Point #9], [5.1 (a)], [B. 1)] have to be made to the GIZ project team?

Answer: For the purposes of this assignment we will not conduct technical presentation. These are general tender guidelines of GIZ. The scoring for this assignment will purely be done on the basis of technical proposal and financial proposal submitted by the firm, the details for which are provided in the tender document.

Q4. Will everything be finalised by 1st December? When is the earliest date of commencement of the assignment after December 1st?

Answer: As mentioned in the tender document, we aim to commence the assignment on 1st December 2016.

Q5. Is 9 months an absolute firm timeline for the project? What happens if project is delayed due to scheduling conflicts with Mentors, External experts etc.?

Answer: We envision the timeline to be 9 months for the entire assignment. The consulting firm shall design and develop the work plan accordingly. During the course of assignment, if there are any unavoidable delays, they will be taken into consideration at the given point and time.

Q6. Is the number of home days and field days for TL, Senior Expert, Mid-level expert firm?

Answer: The number of home days and field days for each of the mentioned experts are envisioned by GIZ. Any digression from the proposed number of days for each of the experts shall be justified by the bidding firm.

Q7. Can more staff be added for admin, coordination purposes etc.?

Answer: The staff requirement proposed in the tender document is envisioned by GIZ. The bidding firm can propose any number of staff by providing the justification for each of the staff in the backstoppinf concept. The bidding firm shall also be cognizant of the repercussions of addition of each new staff on the financial budget.

Q8. Should hard copies and soft copies (CDs) of the technical and financial proposals be submitted in
a) In the same envelope (1 envelope for technical proposals containing both hard and soft copies and 1 for financial proposal containing both hard and soft copies)
Or
b) In different envelopes, i.e.
I. 1 envelope of technical proposal containing hard copies
II. 1 envelope of technical proposal containing soft copy
III. 1 envelope of financial proposal containing hard copies
IV. 1 envelope of Financial proposal containing soft copy.

Answer: Option "a" is fine.

Q9. We would like to have certain changes / modification some clauses of General Terms & Conditions?

Answer : The General Terms & Conditions (GTCC) attached with tender package are non-negotiable and will be integral part of Contract.

Q10. Whether prior permission from GIZ is required for joint venture , if yes, please advise on the process and the documents required?

Answer : Kindly provide the following documentation/information. This can be also provided with Technical Proposal;

(a) Name of Lead Partner (first party)
(b) Name of the Firm with whom the consortium is formed
(c) Letter from 2nd party accepting the terms of consortium

S/ No	SECTION	SUB-SECTION	QUERIES	ADDITIONAL DETAILS	GIZ's CLARIFICATION
1	4. Scope of Work	1. Sourcing and Selection	When sourcing for corporates and incubators, are we looking at any particular sector with regards to the BoP solution?	We have currently identified the following sectors: 1. Energy 2. Agriculture 3. Livelihood Development 4. Education 5. Health 6. Water & Sanitation	The assignment is focussed on startups with innovative product/ solutions that are focussed on BoP. Hence the assignment is social sector agnostic.
2	4. Scope of Work	1. Sourcing and Selection	Are we filtering out all incubators with currently running or previously conducted accelerator programmes?	Can we consider incubators that are not currently running accelerator programmes but have done so in the past?	The assignment specifically targets to build the capacity of an incubator which does not have a prior experiece of running an accelerator programme. Hence, it is recommended that only those incubators with no experiece of running an accelerator program is shortlisted for the assignment.

3	4. Scope of Work	2. Design and Development of Accelerator Programme	Are we interested in inviting applications from startups that are currently being incubated by the selected incubator?	Would there be a potential conflict of interest if the startup is an incubatee of the incubator conducting the accelerator programme?	The accelerator program problem statement shall be defined in close conjunction with the corporate. And in case, any of the startups of the partner incubator fits the problem statement shall be able to apply for the accelerator program. Evalution and Shortlisting of startups shall be done with the help of suitable evaluators to avoid any bias and the call should be pan-India to attract suitable start-ups.
4	4. Scope of Work	2. Design and Development of Acceleration Programme	Are we going to choose the main topic/sector of focus for the accelerator based on the focus area of the corporate?	When the corporate is investing CSR budget for the accelerator, would it be prudent to ensure that they have specific business goals that align with the overall goal of the startup? (E.g. Including an additional criteria that the corporate should have a business strategy aligned to the main theme of the accelerator programme.) This was one of our key takeaways when a client, one of the world's largest Internet payment companies, invested CSR budget into an accelerator without making a conscious effort to align business goals. This led to a host of issues from unavailability of mentors to latency in providing resources ultimately leading to poor quality of the overall programme	Yes, definitely. Until and unless the topic/ sector is also of startegic interest of corporate, it may not ensure long term sustainability of the program.

5	4. Scope of Work	2. Design and Development of Acceleration Programme	What is the main role of the incubator in the overall plan of action?	Would there be any restrictions placed on the role of the incubator? For e.g. Incubators cannot be co-investors. Is the role of the incubator restricted to only deliver and identify investment ready social startups?	The role of the incubator could be carved in close conjunction with the corporate and you. We do not limit it to only delivery and identification of startups.
6	5. Deliverables	4. Documentation and Dissemination (completed after 9 months)	What is the timeline allotted for the last phase?	The last phase consists of conducting a roundtable, creating a handbook and a suggested curriculum. We would recommend to simultaneously build the handbook and the curriculum during the course of the programme so that the deliverables are ready by the end of 9 months. The roundtable conduction would take an additional 2 weeks. Is GIZ in agreement with this recommendation?	1 month time is alloted for the last phase of Documentation and Dissemination: post completion of 8th month till completion of 9th month. It is up to the consultant to propose the workplan/ timeline for the activities defined in the terms of reference. Creation of handbook and curriculum could be done simultaneous during the course of programme. The assignment already provides 4 weeks of time between 8th and 9th month to conduct the roundtable.
PERTINENT TO TECHNICAL ASSESSMENT GRID SHEET					
S/ No	**SECTION**	**Subsection**	**QUERIES**	**ADDITIONAL DETAILS**	**GIZ's CLARIFICATION**
7	Remarks Tab	Row 1	"For commissions worth less than EUR 209,000 (as from 01.01.2016) the standard weighting can be modified freely to suit the circumstances." Is the figure quoted (EUR 209,000) for the entire project cost or is it only the consulting fee?	Would this commission include reimbursable costs? Or is it just the cost for the services rendered by the consultancy?	Please do not consider EUR 209,000 as the cost of assignment or consulting fees or take this as any reference related to the assignment. We do not envision this as the cost of assignment. This is part of generic guidelines of technical assessment grid of GIZ for internal purposes. Do not refer to this statement for the purposes of preparation of financial budget.

					The formats for financial budget and cost heads have been provided in the tender document. Please refer to the same and quote their based on the tasks delivered.