



CLARIFICATIONS TO OFFERORS No. 1

FEASIBILITY STUDY, DETAILED ENGINEERING DESIGN AND ENVIRONMENTAL AND SOCIAL IMPACT ASSESSMENT FOR THE IMPROVEMENT OF PRIORITIZED ROADS

MILLENNIUM PROJECT COMPLETION AGENCY – ZAMBIA

Ref: **MPCAZ-24-4006**

11 November 2024

#		Questions	Answers
1.	Section II Data Sheet, ITO 1.2	<i>Can MPCA-Zambia please confirm whether non-key professional personnel must be different between package 1 and package 2, if the offeror is submitting a bid for both packages (PDF pg. 9 specifies only "Key Professional Personnel").</i>	In the case of Offerors wishing to be considered for the award of both Package 1 and Package 2, proposing the same candidates for Non-key Professional Personnel Positions for both Packages in Form TECH-8 is permitted only if the proposed Levels of Effort for such positions, stated in Form TECH-9, allow the candidates to comfortably fulfill the obligations for the positions for both packages within the stated timeframes. For field work the physical distance between the two project sites must also be considered.
2.	Section II Data Sheet, ITO 8.1	On page 10, section II Data Sheet, ITO 8.1, it is mentioned that all responses to clarification requests will be posted on the MPCA-Z website. <i>We would like to kindly request the client to provide the responses to the registered email addresses of the bidders as well.</i>	Yes, that will be done.
3.	Section III, Qualification and Evaluation Criteria	On page 15 of the RFO, Section III, Qualification and Evaluation Criteria, under Key Professional Personnel Qualifications for the Assignment, there are 20 points considered for the Principal Road Design Engineer whereas on page 123 of the RFO, Section V, Terms of Reference, Table 15, the qualifications required for Principal Road Design Engineer for the Feasibility Study is different from the qualifications required for the same position for the detailed design on	The Key Professional Personnel Position of Principal Road Design Engineer (Team Leader) is the same for both the feasibility study and detailed design phases. Please replace the lists of qualifications required for the position on both pages 123 and 155 of the TOR with the following consolidated list: <ul style="list-style-type: none"> • “Bachelor’s degree in civil engineering or other relevant discipline. • Membership of Engineering Institution of Zambia (EIZ)/Engineers Registration Board

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		<p>page 155 of the RFO, Section V (TOR), Table 18.</p> <p><i>Kindly clarify if there are two different positions or whether the qualifications could be harmonized?</i></p>	<p>(EngRB) of Zambia or any similar internationally recognized professional institution.</p> <ul style="list-style-type: none"> • 20 years' post qualification experience of which 5 years are on projects funded by MCC or similar international organizations. • 15 years' experience in the design and/or construction of rural and interurban paved and unpaved roads and bridges in sub-Saharan Africa. • Experience in project management and leading multidisciplinary teams • Proven responsibility for the preparation of designs, drawings and priced BOQs for at least three rural or inter-urban paved roads in the SADC region of a similar complexity. • Fluent in English"
4.	TECH-4	<p>With regard to experience of the consultant, the instruction on Form TECH-4 states, "This shall include all MCC-funded assignments of a similar nature. Failure to include experience in any project where MCC funds were used may result in disqualification of the Proposal."</p> <p>Please confirm that offerors may select their most relevant MCC-funded assignments to include in TECH-4 and will not be disqualified for failing to include all prior MCC-funded assignments in TECH-4. We acknowledge that all MCC-funded assignments are to be included in Form TECH-5.</p>	<p>The phrase "This shall include all MCC-funded assignments <u>of a similar nature</u>" must be construed to mean that Form TECH-4 must be submitted for all MCC assignments previously performed by the Offeror for feasibility and detailed design consulting engineering services projects for roads.</p> <p>It is confirmed that all previous MCC-funded assignments are to be included in Form TECH-5.</p>
5.	TECH-6 TECH-11	<p>On page 35, Section IV .A Tech-6 (Description of Approach, Methodology and Work Plan for Performing the Assignment), there are maximum 20 pages assigned and on page 40 Section IV A. Technical Offer Forms, Form Tech-11 CV for Proposed Key Professional Personnel, in the foot note, there is a reference made that for Non-Key Professional Personnel, short resumes</p>	<p>There is an error in the footnote on Form TECH-11. It must be corrected to read:</p> <p>"Only Full CVs of Key Professional Personnel are required. For Non-key Professional Personnel short resumes should be included in form <u>TECH-3 Organization and Staffing</u>"</p>

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		<p>should be included in form Tech-6 (c) organization and staffing. Moreover, on page 123 of the RFO, section V, (TOR), in the third paragraph, there is a mention of “Outline CVs” of (two pages) for non-key staff.</p> <p><i>i. Kindly clarify whether there is a 20-page limit for the base and 20-page limit for the option for each package?</i></p> <p><i>ii. We Kindly request the client to make the outline CVs of non-key staff as an annex to Tech-11 (CVs of Key Professional Personnel).</i></p> <p><i>iii. Kindly clarify whether there is a specific template to be followed for non-key CVs and whether these non-key CVs should be signed by the experts?</i></p> <p><i>iv. Given the stated 20-page maximum for Form TECH-6, please confirm if the Non-Key Personnel short resumes can be included in an annex instead?</i></p>	<p>i. The 20-page limit for Form TECH-6 for offers for each Package is for both the base and option services.</p> <p>ii. The Offeror can use its own format for the 2-page maximum short resumes/outline CVs required to demonstrate the qualifications and experience of Non-Key Professional Staff.</p> <p>iii. See Response for ii. above. The short resumes/outline CVs do not need to be signed.</p> <p>iv. Given the stated 5-page maximum for Form TECH-3, Organization and Staffing, the short resumes/outline CVs for Non-Key Professional Staff must be appended to Form TECH-3 as per the correction to the footnote in Form TECH-11 made above.</p>
6.	TECH-3	<p>On page 32, Section IV A. Technical Offer Forms, for Tech-3 (Organization of the Offeror), there are a maximum of five pages assigned.</p> <p><i>Kindly clarify whether there is a five-page limit for the base scope and a five-page limit for the option for each package?</i></p>	<p>The 5-page limit for Form TECH-3 for offers for each Package is for both the base and option services. This does not include the short resumes/outline CVs required to demonstrate the qualifications and experience of Non-Key Professional Staff that must be appended to Form TECH-3.</p>
7.	TECH 11	<p>On page 40, Section IV A. Technical Offer Forms, for Tech-11, CVs of the Key Professional Personnel, no page limit has been assigned.</p> <p><i>Kindly clarify if there is a page limit for CVs of Key Professional Personnel</i></p>	<p>There is no page limit to the CVs for Key Professional Staff.</p>
8.	Section V. Terms of	<p>Several reference documents from the Road Development Agency are identified in footnotes throughout the TOR, such as previous feasibility study reports, design</p>	<p>Reference Documents shall be provided to the winning bidder</p>

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	Reference (TOR)	<p>reports, and other documents related to the candidate roads.</p> <p><i>Will these reference documents be provided to the winning bidder or during the bidding process?</i></p> <p><i>We kindly request the client to make these reports available to bidders to aid in engineering assessments.</i></p>	
9.	Section V. Terms of Reference (TOR)	<p>Section 13.2.5, Terms of Reference for the ESIA: This section states that, during development of the TOR for ESIA baseline surveys, "the Consultant shall identify the subject matter experts who will oversee the baseline data collection phase and be responsible for developing relevant sections of the ESIA - also known as the Environmental Impact Statement (EIS)". <i>Can MPCA-Zambia please clarify if these subject matter experts need to be different individuals from those identified as key and non-key personnel in the Bidder's proposal?</i></p>	<p>These subject matter experts include those identified as Key Personnel, Non-Key Personnel, as well as any under "Additional Staff."</p> <p>Refer to TOR 16.3.1 Additional Staff, which states:</p> <p>"The Consultant will propose additional staff to attain the necessary program of the works, but these will not be evaluated. These will include assistant surveyors, traffic counters, technicians, draughts persons, specialized experts necessary for data collection, GIS, ESIA preparation, and support staff. The costs of such staff will be assumed to be included in the financial proposal submitted, whether these appear explicitly or not. Employment of women within the Consultant's staff in all roles is encouraged."</p>
10.	Section V. Terms of Reference (TOR)	<p>On pages 69, 70, 72, 74 and 76 (Figures 1, 2, 4, 6 and 8: Maps showing the prioritized roads for the feasibility study).</p> <p><i>Could the client please share the soft copies of shape files presented as maps?</i></p>	<p>MPCA-Z will provide the shapefiles at a share point for which the link will be provided to the registered Offerors by email.</p>
11.	Section V. Terms of Reference (TOR) Section 5.2, pg. 73; Section 5.3, pg. 74	<p>For the sections of the TOR describing the two "alternative" candidate roads (D468 for package 1 and D200/D207/D214 for package 2), a statement is included which says, "Feasibility studies and detailed designs... will be carried out as options to be exercised by the client." Can MPCA – Zambia please confirm that feasibility studies for the alternative roads are in fact included in the</p>	<p>Kindly refer to ITO 1.2 on pages 8 and 9 of RFO for details on packages.</p> <p>The Client hereby confirms that Feasibility Studies will be performed on all prioritized roads totaling approximately 675km as base scope for both package 1 and 2. Kindly refer to Section 6.2 and Table 11. Option Scope shall be detailed designs of D468 (under package 1), and D200/D207/D214/D209/D208/D764 (under</p>

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		base scopes, and not the options (as described elsewhere in the TOR)	package 2). The option scopes on either package will be exercised at the discretion of the Client.
12.	Section V. Terms of Reference (TOR)	<p>On page 81 (Table 11. Contract Packaging – Base and Option Scopes for Feasibility and Detailed Designs).</p> <p><i>Could the client kindly provide the road length for reduced scope for package 2 (D200/D207 FS) and the road lengths for full scopes mentioned under package 1?</i></p>	<p>The length of the reduced scope is for the entire group of roads D200, D207, D214, D208/D209 approximately 265km. This does not include the section from D200 to Mukonchi Mission (D764) which is approximately 12km.</p> <p>The road lengths for the full scope, refer to Table 5</p>
13.	Section V. Terms of Reference (TOR)	<p>On page. 96 (8.9.4 Geotechnical Investigations).</p> <p><i>Could the client please clarify the expected timeline / schedule of geotechnical investigations required during implementation (i.e., in which month)?</i></p>	Section 8.9.4 of the TORs means that the Consultant will propose a schedule of the geotechnical investigations for approval by the Client
14.	Section V. Terms of Reference (TOR)	<p>On page. 102 (10.2 Road Safety Assessment, second last bullet point). Reference is made to road safety data, information, and analyses collected and/or prepared by others (e.g., IRAP).</p> <p><i>Kindly confirm if the above-mentioned information will be provided within the duration of the base and option periods allowing the consultants adequate time appropriately to respond and make necessary changes to design if applicable?</i></p>	The consultant should apply their best endeavours to collect this information from relevant authorities using their Road Safety Experts. The Client may provide this information if and when available
15.	Section V. Terms of Reference (TOR)	<p>On page. 107 (10.5.8. Inventory of side drains).</p> <p><i>There is a typo in “10.5.88.5”</i></p>	The reference to Section 10.5.88.5 is a typo but should refer to Section 8.5. Bidders should also note that there is a typo on Section 10.5.5, section 8.58.5 should refer to section 8.5
16.	Section V. Terms of Reference (TOR)	<p>On page. 122 (14.10 Quality Control of Deliverables). It is mentioned that “The consultant shall implement an internal quality assurance system in accordance with standard industry practice that will ensure both completeness and quality of every deliverable before it is submitted....”</p> <p><i>Could the client please clarify if additional staff can be proposed and listed in the proposal for QA/QC and if these associated</i></p>	<p>Refer to TOR 16.3.1 Additional Staff, which states:</p> <p>“The Consultant will propose additional staff to attain the necessary program of the works, but these will not be evaluated. These will include assistant surveyors, traffic counters, technicians, draughts persons, specialized experts necessary for data collection, GIS, ESIA preparation, and support staff. The costs of such staff will be assumed to be included in the financial proposal</p>

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		<i>costs must be listed in the financial proposal?</i>	submitted, whether these appear explicitly or not. Employment of women within the Consultant's staff in all roles is encouraged. In particular, the FSDD Consultant is required to employ a Quality Control Manager with excellent writing and editing skills to verify that reports are grammatically correct and easily legible. The Quality Control Manager will verify that each deliverable fulfills all the requirements of the TOR. Documents that have not undergone quality control processes will not be accepted for review.
	Section V. Terms of Reference (TOR)	<i>On page 153, referring to the footnote. Could the client please clarify the 60% reference that is made for the Feasibility Study Report?</i>	This is the Client's expectation of the Consultant's progress at this stage of the assignment
	Section V. Terms of Reference (TOR)	On page 154 (20.1 Pre-bidding site visit), there is mention of <i>We would like to kindly bring to the attention of the client that the above-mentioned position has not been listed in the staffing composition provided elsewhere in the RFO.</i>	Replace the reference to Principal Highway Engineer with "Principal Road Design Engineer"
19	Section V. Terms of Reference (TOR) 20 Pre-Works Contract Services	Can MPCA – Zambia please clarify whether the Pre-Works Contract Services described in Section 20 of the TOR falls within the overall durations of the two packages, as shown in Table 11 (21 months for package 1, 18 months for package 2). It is unclear from the deliverables and times for the FS and DD shown in Table 17 when the Pre-Works Contract Services would occur, given the contracts' overall periods of performance	The expiry date off the Contract will be set to allow for the completion of this activity. The Consultant is expected to include the costs of the Team Leader and the ESIA Manager for it in his rates of the financial proposal. The Client will give the Consultant 30 days' notice to mobilise for this activity.