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**EU ZIRA3A EU Integrated Rural Development Programme for Egypt
ENI /2021/427-389**

Tender no. 1 - “Enhance extension services for crop and animal production towards tackling impacts of climate change, efficient and sustainable management of natural resources and agrifood-ecosystems in Sohag, Beni Suef and Assiut”.

INVITATION TO TENDER

Lot 1 CIG B1AB73560B; Lot 2 CIG B1AB7366DE;

Issuing of Clarifications by the Contracting Authority

Date: 26th August 2024

Time: N/A

Location: Cairo – Egypt

General Clarifications by the Contracting Authority

Request for Clarification 1:

Is it possible to receive copy of the PP Presentation showed during the information Meeting held on July 31st?

Answer:

- Yes. The presentation is published on AICS Website <https://ilcairo.aics.gov.it/home/opportunities/tenders/>

Request for Clarification 2:

Can you please explain better the responsibility of the contractor with respect to the development of Extension plans for the 26 crops? According to the title of WP 2.1.1. “Developing extension plans”, it seems this is responsibility of the Contractor, However, it is written that the extensionists of the MALR and Water User Associations (WUAs) and other relevant organizations that are trained in WP 2.1.2. will have to deliver the new extension plans, hence the responsibility of the Contract will be ”supporting the preparation of extension plans” and not the preparation itself. Can you please confirm?

Answer:

- The contractor is responsible for updating the current extension plans of 26 selected crops. This task to be done in coordination and consultation with the Agriculture Research Center (ARC) of MALAR. Contact person of MALR: Ahmed Sabry a_sabry85@yahoo.com

Request for Clarification 3:

Under WP 2.1.1. it is requested to establish a pool of expert for the update and implementation of extension plans and database with the support and coordination with Institutes of the Agriculture Research Centers (ARC). Can you please clarify if these experts are under the responsibility of the Contractor or under ARC?

Answer:

- Creation of pool of expert is under the responsibility of the Contractor in collaboration and coordination with ARC and in consultation with the Contracting Authority.

Request for Clarification 4:

We refer to clarification n.11(agreement with ARRI) provided with the first set of clarifications. The agreements with ARRI for training programs and veterinary convoys have financial implications. The costs have to be indicated in the budget template provided in the tender dossier. Our questions have remained unanswered:

- Can you please ensure that the services provided by ARRI for training programs and veterinary convoys will be the same for all the competitors?
- Can you please inform us on the amount of the cost?
- Can you please provide the contacts of responsible officers at ARRI in order to discuss about the requested agreements?

Answer:

- ARRI is the only institute in Egypt which can provide assistance to conduct the veterinary convoys. Contact person of ARRI: Dr Mostafa Fadel, fadelm@hotmail.com

Request for Clarification 5:

Can you please provide the Logframe of the overall project?

Answer:

- The tenderer should submit a proposed Logframe together with the Organisation & Methodology, which shall form an important part of the evaluation of the tender. All the necessary information and target values to enable the preparation of the Logframe are available in the TORs.

Request for Clarification 6:

Is it possible to downsize the units indicated in the ToR and in the budget template, always keeping the same objectives and outputs of the Consultancy?

Answer:

-The number of units indicated under each output in the ToR and in the budget breakdown cannot be downsized. As clarified previously during the information session, the indicated units were established by the Contracting Authority following a field study and market research.

Request for Clarification 7:

Can you please give more details on the payment schedule for Lot 1? Article 29 of the draft Contract states that payments shall be made in accordance with the following the option:

- Month 1 - Maximum pre-financing payment - <Max. 40 % of the contract value>
- Month/year number> - Balance - <Maximum 60 % of the contract value>

Can you please confirm that payments for the contract will be done only in two instalments? Can you please inform when will be done the 60% payment?

Answer:

- The payment schedule indicated in Article 29 of the draft contract is indicative (note that it is highlighted in yellow). It will therefore be subject to negotiation with the tenderer who will be awarded the contract. The basis of the negotiation for this article will be based on the proposed timetable of work and the proposed financial guarantee. Note that the pre-financing guarantee shall not be more than 40% of the contract value.

Request for Clarification 8:

Although this is a Global price contract, it is requested to indicate price breakdown by outputs using the provided template. Variations within the budget breakdown allocations are not allowed if they are not within 5% of the allocated maximum available budget.

We believe that this requirement is contrary to the spirit of a global price contract and limits the contractor's ability to organize his work for the best performance. In fact, among the other things, we notice that many cost items that will be done for the implementation of the contract are not listed in the provided item. We ask you please to remove the limitation and to allow variations within the budget breakdown allocations and to keep only the limit that tender cannot be above the maximum available budget.

Answer:

*- The tenderer should provide a price breakdown based on the 6 six main outputs/deliverables indicated in the terms of reference using the table provided in the Budget (Annex V) – WPs 2.1.1, 2.1.2, 2.1.3, 2.2.1, 2.2.2 & 2.2.3. Variations within the budget breakdown allocations under each result/output **are allowed**, for as long as they are within +/- 5% of the allocated maximum available budget.*

*The variation allowance indicated by the Contracting Authority **must be respected by the tenderers.***



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Note that the additional budget breakdown (excel document) is an additional tool to guide the tenderers in the quantification of the deliverables and in the calculation of the estimated costs per deliverable/WP. Tenderers are free to include other items in the excel document in line with the terms of reference. This document must be submitted by the tenderer as a support document to the Budget (Annex V).

NB:

*Reference is made to Section 3.2.1 of the EU-PRAG with regard to Global Price contracts: “Global price is a lumpsum contract **where specific output(s) are set out, in the form of clearly defined deliverables....** Global price always specify output(s), i.e. the contractor must provide given output(s).*

Also, “The service will be paid on the basis of the delivery of the specified output(s). Payments might be totally or partially withheld if the contractual result(s) have not been reached in conformity with the detailed terms of reference. Payment(s) is/are based on the approval of this/these deliverable(s).”

*In addition, “The contractor might be requested to submit a **breakdown of price per deliverable.**”*

Furthermore, ‘The contracting authority will provide the budget available on the basis of the expertise required....’

Request for Clarification 9:

WP 2.1.1 request to develop Extension plans for 26 crops (9 field crops, 12 horticultural crops and 5 Medicinal & Aromatic crops). In parallel, in WP 2.1.2 it is requested to conduct ToT for 14 crops in Sohag, 20 in Assiut and 16 in Beni Suef and the calculation of the numbers of the training breakdown tables is done according to these figures for a total of 445 training days. However, according to the list of crops specified in the last two paragraphs of page 8 of the ToR, the total number of crops is 24 for Assiut and 20 for Beni Suef. It seems all the medicinal and aromatic plants are grouped in one single crop. Can you please clarify?

Answer:

- Yes, it is true medicinal and aromatic plants are grouped as one single crop and one plan is needed for medicinal and aromatic plants.

Request for Clarification 10:

In the ToRs it is requested to provide 3 crop experts for the training (1 agronomist and 2 horticulturists). Differently, for the supervision of the FFS, it is requested to have a team of 4 crop experts. Apparently, only for this activity, you ask to have a specific fruit crops expert. Can you please clarify?

Answer:

- Fruit crop expert is still horticulturist, and he is needed for implementing FFS. Note that these are non-key experts.

Request for Clarification 11:

In WP 2.1.3 it is requested to design and establish 6 field demonstration models (5 feddan per site per governorate). However, in the detailed specifications, the situation analysis, technical design, performance

Monitoring and maintenance plan and the work of the irrigation expert are requested only for three sites. Also Deliverable 8 at page 14 refers to three demonstration field models. Can you please clarify?

Answer:

- *Technical design, performance Monitoring and maintenance plan and the work of the irrigation expert are requested only for all six sites. This applies to Deliverable 8 as well.*

Request for Clarification 12:

Can qualified members of a consortium add or substitute a member of a consortium provided the candidate has already been invited to bid?

Answer:

- *No. As clearly stated in the Instructions to Tenderers section 3 paragraph e), “**Short-listed economic operators or consortia are not allowed to form alliances with any other firms or to subcontract to each other for the purposes of this contract.**”*

*Further in paragraph d), “Tenders should be submitted by the same economic operator or consortium that submitted the request to participate form on the basis of which it was short-listed and to which the letter of invitation to tender is addressed. **No change whatsoever in the identity or composition of the tenderer is permitted unless a written request has been submitted to the contracting authority and the latter has given its prior approval in writing.**”*

As indicated in paragraph g), “subcontracting is the only permitted form of collaboration with firms that have not been short-listed”. Any tenderer who intends to do this must follow the instructions indicated in paragraph d).

Exception changes to the composition of the consortium are listed in Section 2.5.5 of the EU-PRAG. These are: i) in case of a merger or takeover of one member of the consortium, or ii) where changes comes from the contracting authority, e.g., because a member does not comply with the selection criteria, or is bankrupt, etc. The rejection/removal of such member could be accepted if the selection criteria is still fulfilled without it.

Request for Clarification 13:

Can invited candidates use a qualified candidate as subcontractor in case they it is not awarded the contract? In other words, can “XXXX Company” indicate as its subcontractor companies that are currently invited to bid and use them in case they do not submit an offer or if they are not awarded the contract?

Answer:

- *As clearly stated in the Instructions to Tenderers section 3 paragraph e), “Short-listed economic operators or consortia are not allowed to form alliances with any other firms or to subcontract to each other for the purposes of this contract.” In any case, the invited tenderers can only participate in each lot once and not twice.*

In addition, it is clearly stated in the Instructions to Tenderers section 3 paragraph d) that “No change whatsoever in the identity or composition of the tenderer is permitted unless a written request has been submitted to the contracting authority and the latter has given its prior approval in writing.”

Request for Clarification 14:

Can we submit a commitment to present our downpayment and performance bonds as one single financial document covering the 3 Lots in case of award?

Answer:

- Where a tenderer is participating in all 3 lots, a commitment to provide the required pre-financing guarantee & performance guarantee in case of award, can be prepared as a single document and copies be submitted with each separate lot. However, in case of award, the contractor will be required to submit separate guarantees for each separate lot/contract.

Request for Clarification 15:

In a consortium, is the letter of guarantee to be issued by the leader only or split among members and on what basis; is the amount of the LG proportionate to the down payment?

Answer:

- A tenderer participating as a consortium must ensure coordination among the consortium members. The request to participate in a tender on behalf of the consortium is submitted by the Leader entity responsible for coordinating the members. Each specific guarantee required under each contract/lot must be submitted as one document for the consortium.

Request for Clarification 16:

As the work will mainly be locally in the 3 governorates, will there be locations in the Moudiriet of Ziraa to have the key experts benefit from an office?

Answer:

-All costs for the implementation of the contract shall be borne by the contractor. No office or equipment shall be provided by the Contracting Authority. Tenderers should ensure that all the costs have been considered/calculated before submitting the offer.

Request for Clarification 17:

Is there a management fee percentage, as in most EU programs, and what is its amount?

Answer:

- No, management fees shall be included in the tender.

The Contract for Lot 1 is a global price contract with a price break-down of specific deliverables. Tenderers should prepare their financial offer considering all the relate costs and margins.

Furthermore, as indicated in the instructions to tenderers section 10 , “no costs incurred by the tenderer in preparing and submitting the tender are reimbursable.

Request for Clarification 18:

Ref Article 5. Requirements in the TORs : the experts to be provided for subject matter topics, in addition to the 4 key experts, please advise if a certificate is requested and which type?

Answer:

- Key experts for Lot 1 are as listed in section 5 of the TORs. As indicated in the Instructions to Tenderers section 3, tenderers must provide “a copy of the diplomas mentioned in their CVs” and “ a copy of employer certificates or references, or signed copies of consultancy or labor contracts, providing the professional experience indicated in their CVs.

Request for Clarification 19:

Concerning the part time experts and specialists for the different components of the project could they be selected from the specialized public agencies?

Answer:

- Yes, in accordance with the Contractor’s internal procedures, in any case they are non-key experts.

Request for Clarification 20:

Considering that the final customer is an Egyptian government agency MOALR, does the tenderer have to obtain security clearance from MOIC if intl experts come for short periods?

Answer:

- It is the responsibility of the contractor to take all necessary measures to implement the tender activities, and to make sure that all Stakeholders are involved and consulted as necessary.

Request for Clarification 21:

WP.2.1.1. concerning the FFS model, will the project financial assistance cover only the input supplies of 50% of the 1 feddan, and the other 50% serving as comparison model, be the responsibility of the farmer?

Answer:

- 600 FFSs are planned under WP 2.1.1 of this tender and to be fully covered by the available budget.

Request for Clarification 22:

WP2.1.3. for the purchase of irrigation equipment and input supplies for the demo plots, is there government procedures to purchase them, if yes please provide them?

Answer:

- *It is the responsibility of the contractor to take all necessary measures to implement the tender activities.*

Request for Clarification 23:

WP2.2.1. And 2.2.2 and 2.2.3. There is reference to “supplying pilot dairy processing plant and milk processing equipment” “Is the purpose to design and advise and train on the optimum equipment and provide funding packages through banks?”

Answer:

- *Please refer to the TORs for full details of WPs 2.2.1, 2.2.2 and 2.2.3.*

Request for Clarification 24:

WP2.2.2. For the animal production, there is reference to provision of “convoy”, need to specify purchase procedures from ARRI, and whether have locations in the 3 governorates

Answer:

- *Agreement with ARRI is required including full coordination about all logistics and locations.*

Request for Clarification 25:

WP2.1.1. IN 3.2 SPECIFIC WORK, and in WP2.1.3 related to digital and graphic production, this type of activities requires always a team of different specialists, whereas the TORs refer to 1 person, please advise

Answer:

- *As stated in the TORs, under WP 2.1.1, No.1 graphic designer is required to implement the digital awareness activities.*

Request for Clarification 26:

Concerning the WUAs will the project need to recruit and form new ones or train and upgrade the existing ones, moreover the reference to the law needs to be cleared

Answer:

As stated in the TORs, it is requested to form 60 Water User Associations (20 at each governorate) and raise their knowledge by trainings on water saving issues in 3 targeted governorates of Beni Suef, Assiut and Sohag.

Request for Clarification 27:

For the WUA equipment, should a maintenance and surveillance task be planned in the WUA training.

Answer:

- *Yes.*

Request for Clarification 28:

Could WUA demo sites be coupled with FFS and/or including joint curriculum?

Answer:

Different activities shall not be merged under this tender.

Request for Clarification 29:

Can the tenderer if awarded the contract be responsible of choosing the location of the FFS and WUA , as well as the selection of the coops and/or NGOs?

Answer:

- *Selection to be done in coordination and collaboration with MALR and in consultation with EU-ZIRA3A PMU.*

Request for Clarification 30:

Concerning the “instruction to tenderers “ in article 3 , “participation , experts and subcontracting”, par.d and par.e : will the addition of a new member in a pre-selected consortium tenderer , require the prior approval of EUZira3a procurement , and will this apply to both new entities, as well as entities member of other consortium who could decide not to participate

Answer:

- *The question is not clear. Please refer to the Answers related to Request for Clarification 12 and 13 above for any clarifications about subcontracting and consortium.*
