

CLARIFICATION ON THE CONSULTANCY TO DEVELOP QUALITY ASSURANCE FOR ANNUAL CAPACITY AND PERFORMANCE ASSESMENT AND CAPACITY BUILDING PLANS FOR COUNTY GOVERNMENTS.

| SNO. | ISSUES RAISED | RESPONSES |
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| 1 | <i>What is the key focus of the assignment? Is it County Governments, is it National government entities, is combined?</i> | <i>The Focus is both</i> |
| 2 | <i>What is the payment process for this requirement?</i> | <i>Refer to pg4 of the tender notice. The document is to be downloaded free of charge.</i> |
| 3 | <i>There is a requirement for signed CVs. Can the CVs be signed on behalf of the person?</i> | <i>NO</i> |
| 4. | <i>Estimates of the total staff input (professional and support staff - time) needed to carry out the assignment supported by bar chart diagrams are required showing the time proposed for each professional staff team member. Should this be done outside the templates provided?</i> | <i>YES you can do an attachment which is duly signed and stamped.</i> |
| 5 | <i>Will the relevant documentation that covers the scope of work be issued by MoDA?</i> | <i>Yes</i> |
| 6 | <i>The original proposal (Technical Proposal and, if required, Financial Proposal; see para. 1.2) shall be prepared in indelible ink. Does this mean that the proposal shall be hand written?</i> | <i>Adhere to section 2.3 on preparation of proposal</i> |
| 7 | <i>Performance Security equivalent to (10%) of contract price from a reputable bank/insurance company is required at contract signing stage. Pg23. The Successful Tenderers MUST furnish the Procuring Entity with a Performance</i> | <i>This is only applicable to the bidder who shall be recommended for the award ,it</i> |

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| | Security of Ten Percent (10%) of the total Tender Sum before signing the Contract. <i>What is the purpose of this?</i> | <i>serves as a guarantee against poor performance.</i> |
| 8 | Tenderers shall be required to provide evidence of financial stability for at least three years preceding the current audit year. These should be in form of audited accounts and/or bank statements. Failure to submit the evidence may render the Request for Proposal/tender nonresponsive. <i>Is this part of the technical proposal or financial proposal?</i> | <i>Technical proposal</i> |
| 9 | Interested and qualified candidates should submit their applications which should include the following: <ul style="list-style-type: none"> • Detailed Curriculum Vitae • Brief 5 page summary detailing understanding of the TOR and methodology for the assignment including timelines, milestones, and outline of the expected report. <p><i>The tender document provides for templates to be used for submission of the documents and similarly this text equally provides that only a 5 paged document is required. What is the clear application criteria?</i></p> | <i>DO Both</i> |
| 10 | There are seven deliverables for which deliverable five provides that there shall be submission of a Quarterly report to the KDSP Secretariat in the MoDA. <i>The ToRs does not discuss what quarterly report this is, which kind of report is this?</i> | <i>This refers to quarter implementation reports submitted by the National Government Agencies</i> |

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| 11 | The scope of the work provides that the Quality Assurance will be contracted for duration of one month or as may be decided MoDA/KDSP Secretariat while under the duration of the assignment the document provides that the duration of this short term assignment will be two months or as will be decided by MoDA/KDSP Secretariat. <i>What is the correct duration of the assignment?</i> | <i>Two months</i> |
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CLARIFICATION ON CONSULTANCY SERVICES FOR ANNUAL CAPACITY AND PERFORMANCE ASSESSMENT (ACPA) TENDER NO. MODA/SDD/OT/RFP/02/2020-2021

| SNO. | ISSUES RAISED | RESPONSES |
|-------------|------------------------------------|------------------|
| 1. | What is the tender validity period | 180 days |
| 2. | Team members to be evaluated | Six (6) members |
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