

SADC SECRETARIAT RESPONSES TO REQUESTS FOR CLARIFICATIONS

SELECTION OF INDIVIDUAL CONSULTANTS

REFERENCE NUMBER: SADC/3/5/2/55

REQUEST FOR SERVICES TITLE: STRENGTHENING OF SADC REGIONAL DISASTER PREPAREDNESS AND RESPONSE INSTITUTIONAL AND COORDINATION MECHANISMS

DATE OF ISSUE OF RESPONSES: 9 July 2019

Question N^o	Question	SADC Secretariat Response
N ^o 1	Kindly help us with clarity on the following: The implementation timeframe is different (advert and TOR) - one document says 4 months another one refers to 6 months, which one is the correct one?	The implementation time frame is 6 months from date of engagement.
N ^o 2	Secondly taking into account the deliverables against timeframe indicated and being mindful of the quality, is there any flexibility to extend the implementation period to more than 6 months?	The implementation dates are fixed with no possibility of extension.
N ^o 3	Are there any templates for this EOI?	There are no templates for submission
N ^o 4	We would like to confirm the following:	There are no templates for submission

	<p>Are there any standard procurement forms that need to be completed for this EOI? Only a TOR is available for download on the SADC website link.</p> <p>-</p>	
Nº 5	<p>We would like to confirm the estimated duration of the assignment, the notice on the SADC website indicates a timeline of 6 months, while the TOR estimates 4 months?</p> <p>-</p>	Please see No. 1
Nº 6	<p>We assume that the TOR provided in the website link is the full TOR?</p>	Yes, this is the full TOR
Nº 7	<p>The XXX is not a corporation, or an NGO. The XXX is an international organisation that operates on the basis of its Constitution, as well as a headquarters agreement with the XXX Council. This means the XXX does not have a certificate of incorporation as it is not a corporation, so not registered as a consulting firm.</p> <p>Does XXX qualify to apply?</p>	Articles of Incorporation or Documents of Constitution , and documents of registration of the legal entity are acceptable

Nº 8	<p>As we understand it, we have until the 5th of July to submit requests for clarification.</p> <p>2. If the project last 4 months, has it been contemplated that the month of December is a partially ineffective month given that interlocutors and stakeholders are possibly on leave in some of the SADC MS? Could this result in an extension pro-rata?</p>	<p>The implementation timelines are 6 months from date of engagement with a possibility of 1 month extension to cater for December break.</p>
Nº 9	<p>As we understand it, we have until the 5th of July to submit requests for clarification.</p> <p>3. The ToR provided does not include Annexes for the EOI, CV presentation or the Financial Offer. Does this mean that bidding firms may provide these forms in a free format?</p>	<p>We are requesting for Expressions of Interest only at this stage. The Expression of interest will be provided in a free format.</p>
Nº 10	<p>4. Reviewing the World Bank public documents regarding this specific grant/loan to SADC, it is not immediately apparent if there are any reports of previous missions or deployments. If these exist, we consider them essential background reading for our team. Kindly indicate if</p>	<p>Refer to documents on World Bank Project site as follows: http://projects.worldbank.org/P163486/?lang=en&tab=documents&subTab=projectDocuments</p>

	these may be available and where.	
Nº 11	Likewise, it is not immediately clear what the available funding may be. Kindly confirm what the funding for this project will be.	Please refer to Procurement Plan on World Bank Project site as follows http://projects.worldbank.org/P163486/?lang=en&tab=documents&subTab=projectDocuments
Nº 12	I would like to confirm two points. Does the closing date remain July 17 th ?	Yes, the closing date remains the same.
Nº 13	We are based in the USA and Ireland and hand delivery may be an issue. Is it possible to deliver the Eoi by email or at least by courier?	Expression of interest documents are to be hand delivered or couriered. Submissions by email are not acceptable.
Nº 14	Please be referred to the REOI floated in the SADC Website quoted below: STRENGTHENING OF SADC REGIONAL DISASTER PREPAREDNESS AND RESPONSE INSTITUTIONAL AND COORDINATION MECHANISMS TENDER NO. SADC/3/5/2/55 JUNE 2019 I realise that your good office omitted the attachments, some of which are referred to in the body of the REOI, kindly	The advert is complete. There are no templates for submission of expressions of interest.

	advise if the advert is complete?	
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End of Responses

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