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CLARIFICATIONS # 1

Contract name.: IPP and Energy Efficiency Project Accelerator and Pipeline Development Consultant: Demand-Side Training, Firm-Level Engagement, and Marketing Strategy		
Reference No.: RFP / MFK / QCBS / 2020 / No. 011		
Date: 26 April 2021		
No.	Question	Answer
1.	In Form Tech 2A, regarding "certified financial statements for the last three (3) years, supported by tax returns", could you please clarify what is the supporting document needed along with the certified financial statements in case no tax returns have taken place?	Please refer to question 16.
2.	In Section III / "Legal Status", could you kindly clarify which kind of documentation is required for indicating legal status if no certification of incorporation is issued in the country that the corporate entity is established?	<ol style="list-style-type: none">1. Power of Attorney demonstrating that the person signing has been duly authorized to sign the Proposal on behalf of the Consultant and its Associates;2. Letter(s) of Incorporation in your country (or other documents indicating legal status , example for Kosovo business- Certificate of Registration in Kosovo Business Registration Agency); and3. Joint Venture or Association Agreements (if applicable, but without showing any Financial Proposal information).

3.	In Section III / "Legal Status", could you kindly clarify the phrase "other such document, indicating its legal status" by providing relevant examples of acceptable documents? Would the registration to the local chamber either/or the articles of association of the company either/or documentation provided by the General Commercial Registry cover the very requirement?	Please see answer in question #2.
4.	In Section III / "Litigation Criteria" could you kindly clarify whether it is necessary to provide any documents certifying that there have been no litigation/arbitration issues besides the signed TECH-2B form?	You must provide only the information required in TECH-2B form.
5.	In Form Tech 2A, regarding the "evidence of financing dedicated for the implementation of the consulting services as attested by an authorized representative of the Consultant", could you kindly clarify in what form we should provide the evidence in regard to financing dedicated for the implementation of the consulting services as attested by an authorized representative of the Consultant?	Evidence of financing dedicated for the implementation of the consulting services can include: own funds at the bank, credit line, or any other asset, attested from the legal representative.
6.	According to the law 06/L-032 on Accounting, Audit and Financial report of Kosovo, companies with turnover less than 2 million euros are not required to have audited financial statements by an independent auditor. Rather, a General Tax Statement released from the Tax Administration of Kosovo serves as proof of the turnover of the company. This being said, in order to be eligible financial more specifically the point 3.5.3.1 of the RFP, must all companies within the consortium have audited financial statements even if the company is not the leading partner and does not have a turnover of more than 400,000 euros per year? If the company is not obliged to have audited statements, would General Tax Statements released by Tax Administration be sufficient for MFK in order to be eligible the requirement stated in 3.5.3.1 and 3.5.3.2?	Please refer to question 16.
7.	In 4.3.2 Energy Finance Training Expert The Energy Finance Training Expert will be responsible for providing services involving IPP training and related documents and materials described in Section 2 of this TOR. The Energy Finance Training Expert should have experience and qualifications in renewable energy, project finance, communications, and delivery of training in projects of similar	The TOR requirements are unchanged. Bidders may propose a mix of home-based and field-based days to provide the required services. This position may be staffed by a local or international expert.

	<p>size and scope. The Energy Finance Training Expert will be based in Pristina, in accordance with the service delivery work plan, to be drafted by the TA contractor and approved by MFK</p> <p>As specified in 4.3.2 Energy Finance Training Expert is required to be based in Pristina, however due to the persisting pandemic situation and the ongoing travel restrictions around the globe, we hereby request that you remove the requirement that Energy Finance Training Expert to be based in Pristina.</p> <p>In addition, due to high/long experience required for such position and Kosovo's' relatively short experience with RES it is almost impossible to find a local expert that satisfies the requirements of the RFP.</p>	
8.	Against the background of several official, religious holidays in Europe in the month of April and associated office closure during the application period, could you please consider an extension of the deadline of application?	The submission deadline remains unchanged.
9.	Is there any limitation on number of companies (IPPs, self producers, other eligible companies) which will require assistance from the TA? Is the estimated budgeted prepared by MFK based on an expected number of companies (IPPs, self producers, other eligible companies) that MFK expects to apply?	No. The number of firms assisted will depend on the tasks and work plan proposed by the Consultant. MFK has not established a specific minimum or target number.
10.	The Key Personnel (Team Leader; Energy Finance Training Expert; Communication, PR & Training Expert) can include multiple CVs (e.g. 2-3 CVs) per role, in order to be utilized interchangeably?	Yes, however it is expected that one Team Leader will serve for the duration of the contract.
11.	The Energy Finance Training Expert is stated to be based in Pristina, does it mean that the expert should be legally established in Kosovo or only be physical present during the scheduled work time to be performed for MFK? Same question for the Communication, PR & Training Expert.	This means that the expert should be present in Kosovo. Bidders may propose a mix of home-based and field-based days to provide the required services.
12.	What specifically is expected by MFK when saying: Increase firm-level ability to overcome technical challenges, including: obtaining reliable data, verifying required technical studies, and technical/operational barriers to accessing external capital (both debt and equity)? In our understanding TA is not entitled to perform a Technical Due Diligence.	The Consultant will provide technical assistance to firms to improve firm operations and increase the likelihood that a firm receives external financing.
13.	Shall the bidding team include also a Technical and Environment & Social Expert? Shall the experts be local or international?	Bidders may provide additional non-key experts at their discretion. Experts may be local or international, provided all other RFP

		requirements are met.
14.	Is there a total man/days required for the project and the division for each Key Personnel?	No. Bidders should propose sufficient level-of-effort to provide the required services. Given the total project budget, the Team Leader should be full-time or near full-time.
15.	In Form Tech 1- Technical Proposal Submission Form, can we use Letter of Intent as a Letter of Incorporation?	A Letter of incorporation is a legal document/license relating to the formation of a company. It is a legal document/license to form a company issued by the state government in some jurisdictions, by a non-governmental entity. Its precise meaning depends upon the legal system in which it is used. Please also refer to answer in question #2.
16.	In Form Tech 2A- Financial Capacity of the Consultant, should we provide all the required financial capacity demanded documents such as: <ul style="list-style-type: none"> ● Audited financial statements for the last three (3) years, supported by audit letters. ● Certified financial statements for the last three (3) years, supported by tax returns. ● Evidence of financing dedicated for the implementation of the consulting services as attested by an authorized representative of the Consultant. Or we can provide only one of the required financial capacity demanded documents in this form?	Yes, your understanding is correct.
17.	In Form Tech 4 – Experience of the Consultant, should we include all successful experience/references in executing projects similar in substance, complexity, value, duration, and volume of services sought in this procurement, including all MCC-funded assignments of a similar nature, or should we include only all MCC-funded assignments of a similar nature?	<i>In Form Tech 4 – Experience of the Consultant</i> - include information on each relevant similar assignment including also all MCC-funded assignments of a similar nature.
18.	In Form Tech 5 – References of MCC-Funded Contracts, should we include only contracts with MCC and contracts with an MCA-Entity?	<i>In Form TECH-5. -References of MCC-Funded Contracts</i> in this form include information about any and all MCC-funded contracts (either with MCC directly or with any Millennium Challenge Account Entity, anywhere in the world).
19.	In the Annex H: Compliance with Sanctions Certification Form, which is also required in Form Tech-12, can you please explain how this form	In this stage only submit with Technical Proposal.

	should be submitted? So, should we submit Form Tech-12 with technical proposal or should we submit it via email? If we should submit it via email, can you please insert the email addresses of MCA Entity Procurement and MCA Entity Fiscal Agent?	
20.	Can the bidding team include a member whom is currently or has previously work as a subcontractor of MCC/MFK? Is there any conflict of interest?	Any firm or individual that has worked on the “Renewable Energy (RE) Independent Power Producers (IPP) Facilitation Project Program Management Consultant (PMC)” contract shall be deemed to have a conflict of interest.
21.	For the Energy Finance Training Expert one of the minimum qualification and experience is “The Energy Finance Training Expert should have experience and qualifications in renewable energy, project finance, communications, and delivery of training in projects of similar size and scope. The Energy Finance Training Expert will be based in Pristina,in accordance with the service delivery work plan, to be drafted by the TA contractor and approved by MFK.” Please indicate that the experience and qualification in renewable energy relates to a technical expert or a financial expert with experience in renewable energy? Additionally “deliver of training of similar size and scope” does similar size imply the project amount or the expected number of participants?	Correct, the expert may be a technical expert or a financial expert with experience in renewable energy. “Similar size and scope” means the expert has undertaken similar assignments to the role currently proposed.
22.	Under section 4.3.3 Communication, Public Relations and Training Expert(s): "The Communications, Public Relations and Training Expert/s, individually or as a group, shall have the following minimum qualifications and experience..." Kindly confirm that a tenderer can propose a group of 2 experts (for example) for the KE3 position and these experts can cover different criteria.	Confirmed. CVs should be provided for all proposed Key experts.
23.	Under section 2.2 Scope of Services, the TA’s Contractor’s activities include implementation of series of trainings. Could you please clarify the location of these training seminars/workshops as well as the estimated no of participants? Should the TA Contractor bear the organizational costs of these trainings? Could the Contracting Authority provide an estimation of this cost (% of the overall project budget, excluding key staff cost)?	The Consultant will determine the structure and location of trainings, as approved by MFK after contract award. The Contractor is responsible for the cost and should estimate the budget based on its past experience.

24.	Is VAT tax to be included into the overall project budget of 1.1 M USD?	No.
25.	Our understanding is that bidders do not need to provide CVs for non-key personnel, referred to in 'Section V. Terms of Reference', paragraph 4.4 'Other Personnel'. Could you please confirm?	Confirmed.
26.	Paragraph 12.4 of 'Section I. Instructions to Consultants' reads: 'The Technical Proposal shall not include any financial information other than the required information in Form TECH-2A. A Technical Proposal containing financial information will constitute grounds for declaring the Proposal non-responsive.' At the same time, paragraph 2.2 'Scope of Services' of 'Section V. Terms of Reference' reads: 'the Consultant shall allocate a net? budget of at least 7 % as part of its overall project budget for the implementation of all proposed BC&O media campaigns'. Please clarify if the Technical Proposal should include indication on the budget (sum in USD or % of the overall project budget) for the implementation of BC&O media campaigns.	The Technical Proposal may not reference the dollar value of the media campaign. Bidders may reference the percentage of the budget.
27.	The TOR reads: "In addition, MFK is funding complementary technical assistance to the KCGF, banks, and IPPs and other eligible entities to support the launch of the RE window." QUESTION: Could you briefly list the other projects already in place with KCGF, banks, and IPPs: funds, technical support?	Related MFK support include: technical assistance to the KCGF, KCGF IT and office equipment procurement, and funding KCGF staffing and office costs. The main MFK funding project that is currently working with the KCGF is the "Renewable Energy (RE) Independent Power Producers (IPP) Facilitation Project Program Management Consultant (PMC)," which is implemented by Financial Markets International, Inc.
28.	What number and amount of guarantees in USD (or EUR) are foreseen to be given out?	The minimum expectations from initial estimations are 250 loans and EUR 25 million total loan value over the next five years, however the final decisions on the number and amount of guarantee will remain the responsibility of the KCGF management.
29.	Is there any size definition for 'Eligible entities'?	The size of IPPs and APs is defined by maximum megawatt capacity. There is no size definition for Energy Efficiency projects/businesses. Each bank would be allocated a line/limit by KCGF for the total amount of guarantees KCGF would allow under the energy guarantee window.
30.	The TOR reads: "Provide training to IPP developers, self-producers, and local eligible entities, as appropriate, on use of standardized loan application templates (documents will be prepared via separate MFK-funded assistance)." QUESTION: When are these documents foreseen	Relevant KCGF documents will be finalized in the coming months, likely around the time this project commences.

	to be finalized?	
31.	The TOR reads: "Coordinate and share information with the PMC and the implementor of the Supply-Side TA procurement related to bank training initiatives, including ensuring banks are familiar with the newly developed standardized documents." QUESTION: Supply-Side TA procurement related to bank training initiatives — is this activity already under implementation and within the scope of which project?	The Supply-Side TA is being provided by Financial Markets International, Inc., in its capacity as the PMC.
32.	Are there any numbers expected in terms of eligible beneficiaries that should receive "accelerator" services?	No. Bidders should determine what is feasible based on their past experience and understanding of the local market.
33.	Can you please elaborate on the weight between project finance advise/TA coaching versus marketing component ?	There is no predetermined weight. Proposals will be evaluated based on the criteria set forth in <i>Section III: Qualification and Evaluation Criteria</i> .
34.	To what extent do Inputs of non-key positions already have to be specified or can we propose a pool?	Either specific non-key experts or a pool of identified experts is acceptable.
35.	Must we provide CVs for all proposed personnel, or just key personnel?	Only Key Personnel.
36.	What do you mean by improvements of the ToR related to TECH 7? Will it be relevant for technical Evaluation of the bid?	Please refer to the requirements in the RFP. These comments and suggestions shall not be used for evaluation purposes, but may be discussed during negotiations.
37.	Is there minimum time to be spent on the field by the KE?	No. Bidders may propose a mix of home-based and field-based days to provide the required services.
38.	which is the min Mandays for 3 Key's??? and the mandays division between Key's and NonKeys??	Bidders should propose sufficient days to provide the required services. There is no minimum or set division between Key and non-Key.
39.	Are any of the KE positions full time?	Bidders should propose sufficient level-of-effort to provide the required services. Given the total project budget, the Team Leader should be full-time or near full-time.
40.	Are actual MFK - project based staff, eligible to be proposed staff?	MFK staff may not be proposed. Consultants working on the PMC contract shall be deemed to have a conflict of interest.
41.	Please clarify whether there are any specific financial capabilities for the Consultant firm to meet e.g. Minimum annual turnover , current ratio?	There are no such minimums. Technical assistance should be tailored to the needs of each beneficiary firm.

42.	Are any of the KE positions required to be full time?	Bidders should propose sufficient level-of-effort to provide the required services. Given the total project budget, the Team Leader should be full-time or near full-time.
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End of the document.