

## F.A.Q

Tender No. 83439843

Tender Title: Engagement of an agency for designing and developing capacity/skill development modules for various stakeholders in waste management

Date: 01.06.2023

S.No.	Existing Clause	Page No.	Query	Response by GIZ
1.			Request you to extend the timeline at least 2 weeks to prepare a quality response.	Extension is not possible. Sincere apologies.
2.	<p>Work Package 1: Identification and mapping of relevant participant groups involved in the low-carbon municipal waste management system for the skill development/capacity building program.</p> <p>(Deadline: 7<sup>th</sup> week of the start of the contract)</p>	4	As per our understanding, GIZ shall guide/facilitate in establishing the connections in 5 targeted locations, under the project in initial few months, and the consultant thereof shall coordinate with local & national partners, local stakeholders and other consultants for the identification of the relevant participant groups & thereby achieve the milestone (of 7 <sup>th</sup> week of the start of contract). Please confirm.	<p>After the commencement of the contract, the GIZ team will facilitate a Consultation meeting between the Contractor and local &amp; national partners and local stakeholders regarding this assignment.</p> <p>After that, based on the requirement, the contractor shall coordinate with them.</p>
3.	<p>Prepare and develop skill/capacity development modules for the identified stakeholders involved in the low-carbon waste management system.</p> <p><i>Note: The Contractor shall quote a fee for developing a module for one skill/capacity development, considering that a minimum of 5 modules will be developed as part of this contract. The number of modules can be increased later, and the per-module cost will be fixed based on the cost of the initial 5 modules.</i></p>	4-5	<ol style="list-style-type: none"> <li>1. As per our understanding, total of 5 modules shall be prepared for the identified stakeholders involved in the low-carbon waste management systems as part of this contract. It will be helpful if details pertaining to kind of "module" can be shared.</li> <li>2. Kindly clarify this statement-"The contractor shall quote a fee for developing a module for one skill/capacity development a module for one skill/capacity development, considering that a minimum of 5 modules will be developed as part of this contract". As per our understanding, the financial bid is as per the efforts mentioned per resource and not subject to modules. Thus, please clarify.</li> <li>3. Kindly clarify the statement-"the number of modules can be increased later, and the per-module cost will be fixed based on the cost of the initial 5 modules.</li> </ol>	<p>After the commencement of the contract, the GIZ team will facilitate a Consultation meeting to finalize the topic and theme for the modules.</p> <p>The successful bidder has to prepare and develop 5 modules as a part of this assignment. The per-module cost will be calculated based on the resource allocation and their number of days.</p> <p>Yes, the number of modules could be increased based on the requirement. The successful bidder has to develop only 5 modules as part of this assignment. However, the cost for the extra module will be reimbursed separately based on the average cost of the first 5 modules</p>
4.	Conduct 5 pilot skill/capacity	5	It is mentioned to conduct 5 pilot skill/capacity	

	<p>development training programs and give handholding support to the participants</p> <p>Conduct 2-3 days of training programs in each location (covering Goa, Bengaluru, Patna, Trichy, and Varanasi) to maximize outreach and participation.</p>		<p>development training programs. Further, it is highlighted to conduct 2-3 days of training programs in each location. Thus,</p> <ol style="list-style-type: none"> <li>1. Request you to clarify the total number of days of training program in each city. As per our understanding, it is 2-3 days per city, as per requirement. Thus, the totaling of 10-15 days (between 27<sup>th</sup> and 36<sup>th</sup> week of the engagement). Please confirm.</li> <li>2. Also, kindly confirm if all the mentioned training programs shall be online/offline or the combination of the two models can be explored.</li> <li>3. As per our understanding, associated travel/stay/food cost of the mentioned programs shall be borne by GIZ for the engaged consultant as well. Kindly confirm.</li> </ol>	<p>Yes, the successful bidder has to conduct training for 2-3 days in each 5 cities. Thus total number of days would be 10-15 days only for training.</p> <p>The training will be conducted in-person training in respective cities.</p> <p>Only the training venue and food shall be borne by GIZ.</p>
5.	<p>The contractor is expected to ensure that the team is based in Delhi for the duration of the contract. Travel sector includes Varanasi, Patna, Bengaluru, Tiruchirappalli &amp; Goa for recording different waste management best practices and cost of required travel and stay are excluded in the professional fee.</p>	11	<p>It is mentioned that travel sector includes Varanasi, Patna, Bengaluru, Tiruchirappalli &amp; Goa for recording different waste management best practices and cost of required travel and stay are excluded in the professional fee.</p> <p>As per our understanding, since the team is based in delhi and travel/stay cost of 5 locations needs to be excluded in the professional fee, it is assumed that GIZ shall borne all the associated costs for the consultant engaged in this study. Kindly confirm our understanding.</p> <p>If above is not the case, kindly share the:-</p> <ul style="list-style-type: none"> <li>• Number of flights /per expert</li> <li>• Number of stay days /per expert</li> </ul> <p>So that, above could be budgeted in the reimbursable fees in the financial bid.</p>	<p>The travel component is excluded from the professional fees of the expert. And it will be budgeted separately.</p> <p>During the assignment, 2 experts are expected to travel to the respective cities mentioned in the ToR</p> <p>Number of flight/expert- 5 return flights Number of stay day/expert- 15 days</p>
6.	<p><b>Workshops, training</b></p> <p>The contractor implements the following workshops: Travel for the workshops are already included in the travel section, so</p>	11	<p>As per our understanding, all costs including all the venue, food, posters / marketing material etc. shall be borne by GIZ for all the workshops/consultations. Thereby, no cost needs to be budgeted by the consultant. Kindly confirm our understanding.</p>	<p>Only the training venue and food shall be borne by GIZ.</p>

	<p>no additional costs to be budgeted.</p> <ul style="list-style-type: none"> <li>• 1 Consultation workshops with MoHUA and other stakeholders at New Delhi</li> <li>• 1 Workshop Presentation on final Input Document and deliverables in New Delhi</li> </ul> <p>The contractor must facilitate, organise and manage the above workshops in coordination with GIZ and all costs related to the workshop like venue, food etc shall be borne by GIZ</p>			
7.	<p>Certain milestones, as laid out in the table, are to be achieved by certain dates during the contract term, and at the following locations: ... Period of assignment: The duration of the contract shall be from 1st July 2023- 31st March 2024 (09 months)</p>	5-6	Request you to mention the payment plan.	30% advance, Interim and Final payment.