

## F.A.Q

### TENDER FOR CAPACITY ENHANCEMENT OF PUBLIC SECTOR ENTERPRISES (PSES) IN INDIA ON CLIMATE ACTION, RFQ 83439069”.

REFERENCE	QUERY	GIZ RESPONSE
The agency should have 5 years of experience in organising workshops and events for capacity enhancement of PSEs	Can the experience of organising events for stakeholders beyond PSEs be also considered?	Assignment is specific to PSEs therefore organising capacity enhancement events for stakeholders beyond PSEs cannot be considered.
The agency should have 1 year of experience in hosting and managing offline and online platforms for PSE-to-PSE interactions on various topics and knowledge sharing on Climate Change	Can the experience of managing platforms for other stakeholders be also considered and whether the knowledge sharing on topics related to climate change be also considered?	Knowledge sharing on climate change can be considered. However, experience of platform management for other stakeholders cannot be considered. This is a PSE specific assignment which would require the contractor to have experience of co-ordination with PSEs in running such platforms.
The agency should have 5 years of experience in managing and curating publications/periodicals for PSEs on climate change and other topics	Is it necessary that the curation of publications should only be for PSEs or a for a larger group will also be considered?	Publications should be curated only for PSEs
The agency should have more than 15 years for experience to represent PSEs at national level	Can you clarify this point, what do you mean by experience to represent PSEs?	The contractor should have a strategic position in the market to represent PSEs at the national level.
	The qualification and scope of work for expert 1 and 2 is same, just wanted to crosscheck if that's right interpretation	Yes, the interpretation is correct.
	Can we have a few team members from states, other than Delhi?	Preferably the team members should be in Delhi for better co-ordination during implementation of this assignment.
Envisaged results of the contract, inter-alia, mentions as under: “At least two PSE applies the climate co-benefits methodology for the 2 focus areas, CE/RE OR Forestry/Biodiversity (BioDiv) and establishes its use case”	Kindly clarify whether both the PSEs are required to apply for both the focus areas or one focus area each.	Minimum two PSEs applies climate co-benefit methodologies. 1 PSE for CE/RE and 1 PSE for forestry/biodiversity
	In Work Package 2 (WP-2), Activity No. 5 requires two national level joint workshop of PSEs and Private sector whereas Deliverable No. 6 mention one joint national level workshop. Further, this requirement has not been mentioned in Chapter 6.3 of TOR. Please clarify.	Yes. This would be One joint national level workshop between PSE(s) and private sector company(s).  There is no chapter 6.3 in the ToR
	Deliverable No. 8 of WP-2 requires Climate Action Declaration to be signed by atleast 24 PSEs. The number is on higher side, request to please bring it down to 10. Further, the timeline of 15th month may be kept open as there are close to 100 PSEs who may be involved with climate action directly or indirectly. Hence, possibility for more than one declaration may be explored.	Reduction in number of PSEs signing Climate Action Declaration can be considered at the time of implementation of this assignment depending on interest coming in from PSEs to sign such a declaration.

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			The timelines of deliverables can be revisited at the time of start of this assignment.
TOR	Work Package 3 requires two national exposure visits in India and abroad for cross learning. Is it mandatory to do atleast a visit abroad? If yes, cost for organising abroad is also to be included in bid price.		It is not mandatory to do an international exposure visit.
TOR	As per Milestones of WP-3, if final design of dedicated section on climate action in relevant periodical is to be done by 3rd month from start of contract, then only 21 articles can be published in the contract period of 24 months. However, requirement is of 24 articles. Kindly clarify		The schedule of periodicals can be discussed at the time of implementation of this assignment.
TOR	As per Milestones of WP-4, list of 30 nominated PSE officials is to be submitted by 6 <sup>th</sup> month from the start of the contract. We request you to please keep it upto end of the contract period. Online launch within 2 months of this e-learning course is also too early. It may be deferred upto 6th month		Timeline of this deliverable can be revisited at the time of start of this contract.
TOR	On page 10 of TOR, it is mentioned that contractor is required to report to GIZ in accordance with some specific guidelines. The same may please be provided / specified.		Please refer to the bidding conditions for specific bidding instructions.
	Please clarify method for allocation of financial score. Further, please specify that highest weighted avg. scorer is to be awarded the contract.		The evaluation of bids are based on technical and financial composite scoring which are done in the ration of 70:30
	Financial proposal template does not mention about management fees. Please clarify whether the same can be part of bid price.		The bidders can add more rows to the financial template to put the required costs, which must inline with ToR and deliverables
	Please clarify payment terms / schedule.		The Schedule shall be finalized at the time of contracting with winning agency.
4. Criteria for Eligibility of firms	The agency should have more than 15 years for experience to represent PSEs at national level	Please clarify: does working (in multiple engagements) with PSEs for more than 15 years qualify for this requirement?	The contractor should have a strategic position in the market to represent PSEs at the national level. Individual consultancy assignments with PSEs will not be considered for this eligibility criteria.
4. Criteria for Eligibility of firms	The agency should have 1 year of experience in hosting and managing offline and online platforms for PSE-to-PSE interactions on various topics and knowledge sharing on Climate Change	Please clarify: does any online or offline portal for knowledge sharing on climate change for PSEs meet this requirement?	It can be considered, however the presented platform should showcase PSE-to-PSE interaction on various topics and knowledge sharing on climate change.
4. Criteria for Eligibility of firms	In case of bidding consortia: Declaration by consortium	Please clarify if the required eligibility and evaluation criteria can be met jointly by the bidding	Kindly refer bidding conditions. The Lead Partner shall have to meet the eligibility criteria's

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		agency and consortium/sub-consultant?	
Qualifications of the team leader	Leadership/management experience (2.1.5): 6 years of management/leadership experience as project team leader or manager in a public sector company	Please clarify: does this require working experience in a public sector company, or will leading an engagement for a PSE qualify for these criteria?	Both credentials will qualify for this criteria.
Short term expert pool 1; Senior Advisors with 2 experts – 2.6 of Technical Assessment Grid	Short term expert pool 1; Senior Advisors with 2 experts – 2.6 of Technical Assessment Grid	Please clarify: can the agency hire an individual consultant or subconsultant as a short-term expert for this engagement?	Yes.
<b>Terms of Reference, Page 10.</b> Clause 4: Criteria for eligibility of firms	<p><b>Criteria for eligibility of firm</b></p> <p>Bidders must submit the documentary evidence (as per Annex A of Bidding conditions) for the criteria’s specified below.</p> <ul style="list-style-type: none"> <li>• Be a registered as national organization or entity.</li> <li>• In case of bidding consortia: Declaration by consortium</li> <li>• Average annual turnover for the last three financial years must be at least 200,000 Euros.</li> <li>• The number of employees as on previous year should be at least 20</li> <li>• The agency should provide at least 1 reference project focusing on Capacity and skill building of PSEs in India</li> <li>• The agency should provide at least 1 reference project in India in past 3 year.</li> <li>• The minimum commission value of reference projects should be at least 7,000 Euros</li> <li>• The agency should have 3 years of experience in conducting research and studies for PSEs</li> <li>• The agency should have 5 years of experience in organising</li> </ul>	<p>Since PSEs in India has started focussing work on climate change and associated transitions only very recently in India, <u>we request you to kindly consider both PSEs and government organizations/departments for the technical evaluation of the project credentials.</u></p>	<p>As the activities outlined in this ToR is PSE focused, other government organisations/departments CANNOT be considered for technical evaluation of this assignment.</p>

	<p>workshops and events for capacity enhancement of PSEs</p> <ul style="list-style-type: none"> <li>• The agency should have 1 year of experience in hosting and managing offline and online platforms for PSE-to-PSE interactions on various topics and knowledge sharing on Climate Change</li> <li>• The agency should have 5 years of experience in managing and curating publications/periodicals for PSEs on climate change and other topics</li> <li>• The agency should have more than 15 years for experience to represent PSEs at national level</li> <li>• The agency should have regional experience in India.</li> <li>• The agency should have experience with Other Development Assignments.</li> </ul>		
<p><b>Terms of Reference, Page 10.</b>  <b>Clause 4: Criteria for eligibility of firms</b>  <b>Grid for Accessing Eligibility</b>  <b>B. Technical Eligibility Assessment</b></p>	<p><b>Criteria for eligibility of firm</b>  Bidders must submit the documentary evidence (as per Annex A of Bidding conditions) for the criteria's specified below.</p> <ul style="list-style-type: none"> <li>• Be a registered as national organization or entity.</li> <li>• In case of bidding consortia: Declaration by consortium</li> <li>• Average annual turnover for the last three financial years must be at least 200,000 Euros.</li> <li>• The number of employees as on previous year should be at least 20</li> <li>• <b>The agency should provide at least 1 reference project focusing on Capacity and skill building of PSEs in India</b></li> </ul>	<p>There is a disconnect in the <b>Technical Eligibility Assessment</b> provided in the Grid for Accessing Eligibility vis-à-vis the eligibility criteria [<i>reference project focusing on Capacity and skill building of PSEs in India</i>] mentioned on Page 10 of the Terms of Reference. Please clarify which among these two criteria will be considered for evaluation and scoring.</p>	<p>Please refer the TOR for criteria for eligibility of firms</p>

	<ul style="list-style-type: none"> <li>• The agency should provide at least 1 reference project in India in past 3 year.</li> <li>• The minimum commission value of reference projects should be at least 7,000 Euros</li> <li>• The agency should have 3 years of experience in conducting research and studies for PSEs</li> <li>• The agency should have 5 years of experience in organising workshops and events for capacity enhancement of PSEs</li> <li>• The agency should have 1 year of experience in hosting and managing offline and online platforms for PSE-to-PSE interactions on various topics and knowledge sharing on Climate Change</li> <li>• The agency should have 5 years of experience in managing and curating publications/periodicals for PSEs on climate change and other topics</li> <li>• The agency should have more than 15 years for experience to represent PSEs at national level</li> <li>• The agency should have regional experience in India.</li> <li>• The agency should have experience with Other Development Assignments.</li> </ul> <p><b>Grid for Accessing Eligibility: Technical Eligibility Assessment</b></p> <p>At least 3 Reference Projects in the technical field <b>Capacity and skill building of PSEs</b> in India of which at</p>		
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	least 1 reference project in Indian in the last 3 years		
<b>Terms of Reference, Page 10.</b> Clause 4: Criteria for eligibility of firms	<b>Criteria for eligibility of firm</b> Bidders must submit the documentary evidence (as per Annex A of Bidding conditions) for the criteria's specified below. <ul style="list-style-type: none"> <li>The agency should have 1 year of experience in hosting and managing offline and online platforms for PSE-to-PSE interactions on various topics and knowledge sharing on Climate Change</li> </ul> The agency should have 5 years of experience in managing and curating publications/periodicals for PSEs on climate change and other topics	Since India's concerted efforts on climate change have started only very recently, we request you to kindly revise the said criteria as follows: <ul style="list-style-type: none"> <li>The agency should have 1 year of experience in hosting and managing offline and online platforms for PSEs and government organizations</li> </ul> The agency should have 5 years of experience in managing and curating publications/periodicals for PSEs and government organizations on a wide range of topics	These criteria cannot be changed at this stage. However, if the bidders can showcase direct relevance of the publications for PSEs and the publications are also circulated to PSEs then it can be considered for evaluation.  The presented online/offline platform should showcase PSE-to-PSE interaction on various topics and knowledge sharing on climate change then only it can be considered for evaluation.
<b>Terms of Reference</b> <b>6.Costing requirements</b>	-	The TOR does not mention the payment milestones and payment instalments for the assignment. Please clarify the same.	The payment structure shall be finalized at the time of contracting with winning agency. However, milestones are part of ToR.
<b>Financial Proposal Template</b>	TABLE-2- REIMBURSABLE COST	Please clarify whether the reimbursables would be paid on actuals upon submission of invoices.	Yes
<b>Tender &amp; Bidding Conditions for Open/Public Tender</b>  Pre-bid Queries & Timelines	Clarifications given by GIZ: 23 <sup>rd</sup> June 2023 Bid Submission deadline: 4 <sup>th</sup> July 2023	Considering the timelines, we get only 5 working days to work on the proposals. Therefore, request you to please extend the submission deadline to at least 3 weeks after the pre-bid responses are issued.	The assignment needs to be commenced soon, so there is no scope of extension at this stage. Kindly submit the bid within timeline.
Page No 5/6 Work Package 2 -	Facilitating development of climate co-benefit methodologies	It is understood that the Climate Co- benefit methodologies are already been developed by GIZ and through this activity effort would get necessary inputs in strengthening the methodology which is been development and pilot it in select PSEs.	Yes this understanding is correct.

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		Request your confirmation on our understanding.	
Page No. 6 Work Package 2 Point 3.2.a	Take formal Letters of Interest from a decision-making authority in 2 PSEs to provide support in piloting climate co-benefit methodologies in the 2 focus areas.	<p>It is understood that the formal Letters of Interest shall be facilitated by GIZ and shall be a decision of the respective PSEs.</p> <p>The consultant shall assist in identification of the PSEs, and support identifying of areas for piloting climate co-benefit methodologies in the 2 focus areas.</p> <p>Request your confirmation on our understanding.</p>	<p>No. Formal letters of interests from PSEs to GIZ project should be facilitated by the contractor by garnering interest from the respective PSE(s).</p> <p>The contractor shall assist in identification of PSEs as well and support in identifying areas for piloting climate co-benefit methodologies in the 2 focus areas</p>
Page No. 7; Deliverables for , Work package 2 Point 8 And milestones for	<p>One high-level event to sign Climate Action Declaration by at least 24 PSEs &amp; high-level event report (5 pages with photographs DIN A4).</p> <p>Milestone- Climate Action Declaration signed by at least 24 PSEs &amp; high-level event report</p>	<p>We understand that the consultant shall support on identifying the PSEs interested in signing the Climate Action Declaration, and facilitate conducting the high-level event for signing of declaration.</p> <p>However, declaration by 24nos PSEs shall be a decision of respective PSEs and GIZ shall facilitate</p>	<p>Yes. The contractor should take lead in conducting the event.</p> <p>Yes, the decision to sign the declaration shall be of PSEs. Garnering PSE interest in signing such a declaration shall be facilitated by contractor. GIZ will support wherever necessary.</p>

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Page No 5/6 Work Package 2 -	Facilitating development of climate co-benefit methodologies	<p>It is understood that the Climate Co- benefit methodologies are already been developed by GIZ and through this activity effort would get necessary inputs in strengthening the methodology which is been development and pilot it in select PSEs.</p> <p>Request your confirmation on our understanding.</p>	Yes, this is correct.
Page No. 6 Work Package 2 Point 3.2.a	Take formal Letters of Interest from a decision-making authority in 2 PSEs to provide support in piloting climate co-benefit methodologies in the 2 focus areas.	<p>It is understood that the formal Letters of Interest shall be facilitated by GIZ and shall be a decision of the respective PSEs.</p> <p>The consultant shall assist in identification of the PSEs, and support identifying of areas for piloting climate co- benefit methodologies in the 2 focus areas.</p> <p>Request your confirmation on our understanding.</p>	Refer responses to similar queries above.
Page No. 7 Deliverables for Work Package 2 Point 8 And Milestones for Work Package 2	<p>One high-level event to sign Climate Action Declaration by at least 24 PSEs &amp; high-level event report (5 pages with photographs DIN A4).</p> <p>Milestone- Climate Action Declaration signed by at least 24 PSEs &amp; high-level event report</p>	<p>We understand that the consultant shall support on identifying the PSEs interested in signing the Climate Action Declaration, and facilitate conducting the high-level event for signing of declaration.</p> <p>However, declaration by 24 nos. of PSEs shall be a decision of the respective PSEs, and GIZ shall facilitate and engage with the stakeholders to enable</p>	Refer responses to similar queries above.



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		declarations by atleast 24 PSEs.  Request your confirmation on our understanding.	
Page No. 8 Work Package 3. Point 1.a	Provide support to GIZ in developing Climate Action Index for PSEs.	It is mentioned in the TOR that support is to be provided to GIZ to develop Climate Action. However request you to kindly elaborate on the possible activities visaged for the consultant	Provide expert inputs for refinement of climate action index.

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S.N.	REFERENCE	RFP CLAUSE DETAILS	SUGGESTIONS/CLARIFICATION	GIZ RESPONSE
5.	Page No. 8 Work Package 3 Point 2.a. and 2.b  And  Deliverables for work package 3	a. Design and publish a dedicated section on climate action in information products already been circulated with PSEs in India.  b. At least one article a month on climate action topics/initiatives of PSEs in magazines relevant for PSEs.  Deliverables: Twenty-four articles published in relevant periodicals for PSEs	It is understood that the consultant will be responsible for drafting the articles, while it shall be GIZ's responsibility to review, approve and circulate the drafted articles.  Publication of the articles is understood to be a subject of review and approval by respective PSEs, and facilitated by GIZ.  Request your confirmation on our understanding.	Yes    Yes
6.	Page No. 8 Work Package 3 Point 3.a. and 3.b	a. Monthly review and updating of contents in knowledge exchange platform.  b. Regular maintenance of the online platform (IT related maintenance).	It is understood that the Consultant shall draft and share the content for the knowledge exchange platform for approval by GIZ.  Given the qualification and experience of the experts asked in the RFP, Maintenance of online platform and IT related support is not envisioned to be part of the Consultant's scope.  Request your confirmation on our understanding.	Yes   IT maintenance-related costs can be budgeted in other costs. It is within the contractor's scope.
7.	Page No 9 Work Package 4	Operationalisation of E-learning modules for PSEs with FMS.	Our understanding is that we have to facilitate getting the nomination for the PSE, but there is no role in development of the training module or curriculum.  Request your confirmation on our understanding.	Yes, this is correct.
8.	Page 14 – Workshop Events and Roundtables	Please calculate your price bid based exactly on the aforementioned costing requirements. In the contract the contractor has no claim to fully exhaust the days/travel/workshops/ budgets	Are there are any minimum/Maximum participants requirement for the regional, national or launch workshop/events?  Are the expenses relating to organization of event to be included in as part of the financial proposal ?	No. This will be as per the nominations that contractor will get from PSEs  Yes.

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			Or Will these expenses be reimbursable on actuals?	
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### Tender for Capacity enhancement of Public Sector Enterprises (PSEs) in India on climate action, RFQ 83439069”

S.N.	REFERENCE	RFP CLAUSE DETAILS	SUGGESTIONS/CLARIFICATION	GIZ RESPONSE
9.	Page No 11 – Eligibility Criteria	The agency should have 5 years of experience in managing and curating publications/periodicals for PSEs on climate change and other topics	Can the consultant consider the publication developed as part of project or activities for the Government Department/organisation or for General use ?	The publication should be specifically relevant for PSEs and it should be showcased that presented publications are circulated to PSEs on regular basis.
10.	Page No 11- Eligibility Criteria	The agency should have 5 years of experience in organizing workshops and events for capacity enhancement of PSEs	Can the consultant consider the capacity development workshop/events delivered for the Government Department/organisation?	No. This is a PSE specific assignment. Other government departments, organizations will not be considered.
11.	Page No 11- Eligibility Criteria	The agency should have more than 15 years for experience to represent PSEs at national level	<p>We request clarity on the “Represent PSE” at national level</p> <p>Our understanding is that the consultant or organisation should have 15 years of experience in engaging with PSE for different assignments.</p>	No. The contractor should have a strategic position to represent PSEs at the national level. Individual assignments with PSEs will not be considered to evaluate against this criteria.