

**From:** DELEGATION BANGLADESH TENDER130018  
**Sent:** Monday, February 14, 2011 1:09 PM  
**To:** 'agrind@sofreco.com'; 'ipc@ipcgbh.com'; 'rowan.putman@humandynamics.org'; 'Ulla.toernroos@gfa-group.de'; 'k.mueller@fs.de'; 'conrad.rupert@savings-banks.com'; 'johannes.buschmeier@afci.de'  
**Subject:** Service Contract INSPIRED - Tender EuropeAid/130018/C/SER/BD  
**Attachments:** Evaluation Grid 130018.doc; Questions\_Answers EuropeAid 130018.xls

Dear Applicants,

1 \* Important notice: please note that the Deadline for Submission of Tenders will be **extended** by **ONE** week - the new Submission Deadline of Tenders will therefore be **March 3, 2011 at 04.00 pm Dhaka time**;

\* Please note that

a/ point 6.2 'Office Accommodation' is **amended** as follows:

'Office accommodation of a reasonable standard and of approximately 10 (ten) square metres for **each Key Expert** working on the project is to be provided for by the Contracting Authority. The offices will be equipped and will include the following items: furniture, telephones, telephone and internet connections, air cooling equipment.

The running costs of the office accommodation are to be covered by the provision for incidental expenses.'

b/ to point 6.5 'Incidental Expenses' is **added**:

'Running costs of the Office Accommodation: costs of telephone calls and utilities.'

3 \* The Evaluation Grid to be used is the one as per attached template



Evaluation Grid  
130018.doc (76...

4 \* Attached please find the answers to the questions received



Questions\_Answers  
EuropeAid 13...

Kind Regards

## EVALUATION GRID

	<b>Maximum</b>
<b>Organisation and methodology</b>	
Rationale	20
Strategy	20
Timetable of activities	10
<b>Total score for Organisation and methodology</b>	<b>50</b>
<b>Key experts</b>	
<b>&lt;Key expert 1&gt; (Max 25 points)</b>	
Qualifications and skills	5
General professional experience	5
Specific professional experience	15
<b>&lt;Key expert 2&gt; (Max 25 points)</b>	
Qualifications and skills	5
General professional experience	5
Specific professional experience	15
<b>Total score for Key experts</b>	<b>50</b>
<b>Overall total score</b>	<b>100</b>

NB Only tenders with average scores of at least 80 points qualify for the financial evaluation

**CLARIFICATION REQUESTS TENDER EuropeAid/130018/C/SER/BD**

**Question 1: What is the Maximum Budget Amount for the Contract?**  
Please refer to point 9 of the Service Procurement Notice

**Question 2: What is the number of Key Experts and on how much points will they be evaluated?**  
Please refer to point 6.1 Personnel - Key Experts on pages 37 to 39 of the Terms of Reference and the Evaluation Grid in this mail

**Question 3: Costs of hiring of 12 high-level EU experts are to be allocated to which budget post?**  
Please refer to point 'Other Experts' on pages 39 and 40 of the Terms of Reference

**Question 4: Who will be the Contracting Authority for the Contract?**  
Please refer to point 5 of the Service Procurement Notice

**Question 5: Office Accommodation: Rental of a third office?**  
Please refer to the amended text of the Terms of Reference in this mail

**Question 6: What is the intended Commencement Date of the Contract?**  
Please refer to point 5.2 on page 37 of the Terms of Reference

**Question 7: Qualifications/skills**  
Please refer to point 6.1 on page 37 to 40 of the Terms of Reference. Requirement for Junior Experts: minimum 3 years of experience

**Question 8: Duration of the Contract**  
Please refer to point 5.2 on page 37 of the Terms of Reference and point 4.2.3 'Closing Phase' on page 36 of the Terms of Reference

**Question 9: Extent of financing of the operational cost of the first year of twinning?**  
Please refer to point 4.2.1 on page 33 of the Terms of Reference

**Question 10: Availability, leave, number of working days and replacement by other experts**  
Please refer to point 6.1 on page 37 to 40 of the Terms of Reference and (i.a.) Art 19, 21, 22 and 24 of GC

**Question 11: Preparation of individual Terms of Reference in accordance with the approved Action Plan**  
Please refer to point 4.2 'Inception Phase' on pages 27 and 28 of the Terms of Reference

**From:** DELEGATION BANGLADESH TENDER130018  
**Sent:** Monday, February 21, 2011 4:36 PM  
**To:** 'johannes.buschmeier@afci.de'; 'conrad.rupert@savings-banks.com'; 'k.mueller@fs.de';  
'Ulla.toernroos@gfa-group.de'; 'rowan.putman@humandynamics.org';  
'ipc@ipcgbh.com'; 'agrind@sofreco.com'  
**Subject:** Answers to Clarification Requests Tender EuropeAid/130018/C/SER/BD  
**Attachments:** Questions\_Answers EuropeAid 130018\_2.xls

Dear Applicants,

Please find attached the last answers to questions related to the Call for Proposal of tender EuropeAid/130018/C/SER/BD.

We wish you a good receipt.

Kind regards



Questions\_Answers  
EuropeAid 13...

**CLARIFICATION REQUESTS TENDER EuropeAid/130018/C/SER/BD**

**Question 12: Duration of the Contract**

Please refer to the Corrigendum on the Terms of Reference p. 29 and the Procurement Notice, point 20

**Question 13: Availability, leave, number of working days and replacement by other experts**

Please refer to the Notes to the Budget Template.