



## **MINUTES OF TECHNICAL PROPOSAL PUBLIC OPENING**

### **Procurement of Consulting Services for MCA-Mongolia External Legal Counsel**

#### **Quality and Cost Based Selection (QCBS)**

**Ref No: MCA-M/CF/AD/CS/01**

**DATE: June 30, 2022**

**TIME: 10:30AM Ulaanbaatar, Mongolia.**

#### **A. Introductions & Remarks**

The Technical Proposal Opening commenced at 10:30 am Ulaanbaatar time. Procurement Agent's Senior Procurement Specialist Mr. Keith Treviss welcomed and thanked participants for attending the public opening of technical proposals for the subject procurement, remarked on the importance of this assignment, and opened the event and briefly explained the proposal opening procedures.

#### **B. Opening of the Technical Proposals**

Mr. Keith Treviss opened the Technical Proposals in order of their submission. A total of three (3) consultants submitted the Technical and Financial Proposals electronically via the Dropbox File Request link:

[https://www.dropbox.com/sh/vj1optzkj6kpye8/AAAc29Xb74USXmLXdrRdO\\_Oa?dl=0](https://www.dropbox.com/sh/vj1optzkj6kpye8/AAAc29Xb74USXmLXdrRdO_Oa?dl=0) before the closing date and time – 10:00 am Ulaanbaatar time on June 30, 2022, (The Screenshot of the Dropbox File Request Folder is attached as **Annex 1**).

No late proposals were submitted after the submission deadline.

### **C. Participants**

Two (2) representatives from three (3) consulting firms and the representatives from MCA-Mongolia and the Procurement Agent participated in the Technical Proposal Public Opening which was conducted using the Zoom software.

The Technical Proposal Opening was a fully online event.

### **D. Proceedings**

The Procurement Agent proceeded to open each proposal and called out the name and country of each Consultant and verified that:

- (i) Form TECH 1- Proposal Submission Form was completed and signed,
- (ii) Proposal was submitted electronically before the submission deadline, and
- (iii) Technical and Financial proposals were submitted as separate files.

The detailed Technical Proposal Public Opening Checklist is included in **Annex 2** of these Minutes.

### **E. Closing**

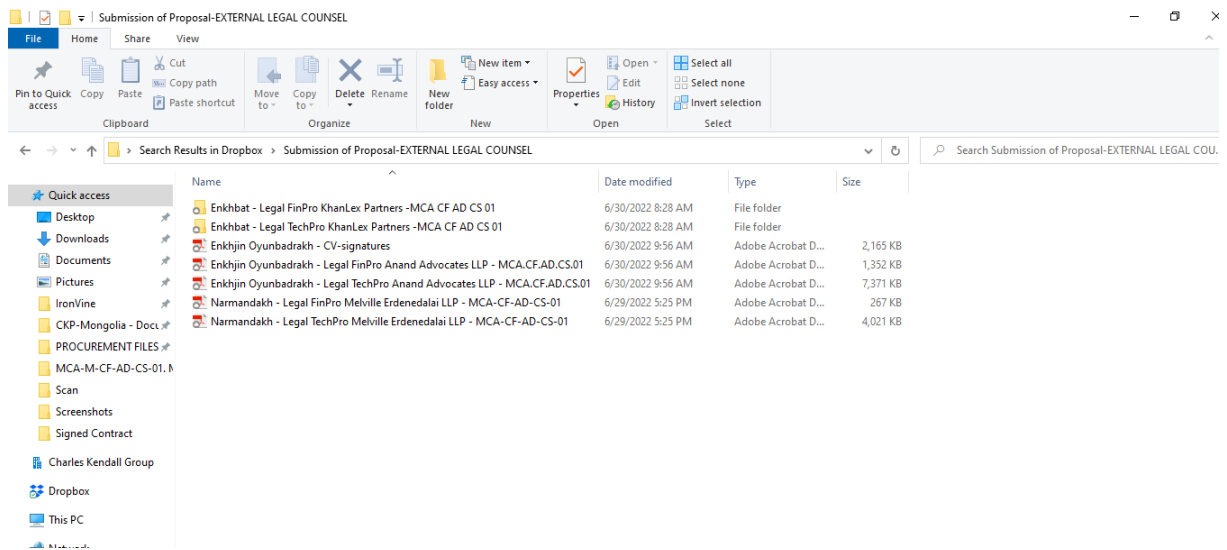
After opening each of the Technical Proposals, Mr. Keith Treviss informed participants that the Minutes with a Proposal Opening Sheet shall be sent to all participants via email for their records. He thanked participants for their attendance and closed the event at 10.40 am Ulaanbaatar time.

### **Annexes**

1. Screenshot of Dropbox File Request Folder
2. Technical Proposal Public Opening Sheet
3. Attendance List of Participants

## Annex 1

### SCREENSHOT OF DROPBOX FILE REQUEST FOLDER



**Annex 2**  
**TECHNICAL PROPOSAL PUBLIC OPENING SHEET**  
**PROCUREMENT OF CONSULTING SERVICES**  
**for**  
**MCA-Mongolia External Legal Counsel**

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Quality and Cost Based Selection (QCBS)  
**Ref No: MCA-M/CF/AD/CS/01**

**Proposal Submission Deadline: 10:00 AM, June 30, 2022**  
**Technical Proposals' Public Opening: 10:30 AM, June 30, 2022**





























<b>No.</b>	<b>Name of Firm</b>	<b>Country</b>	<b>The proposal was submitted electronically before the submission deadline</b>	<b>Form TECH 1- Proposal Submission Form Completed and Signed</b>	<b>A letter of authorization or Power of Attorney is included in the proposal</b>	<b>Technical and Financial proposals were submitted as separate files</b>
1	Melville Erdenedalai LLP	Mongolia	June 29, 2022 5:25 PM	YES	YES	YES
2	KhanLex Partners	Mongolia	June 30, 2022 8:33 AM	YES	YES	YES
3	Anand Advocates LLP	Mongolia	June 30, 2022 9:56 AM	YES	YES	YES

### Annex 3

#### ATTENDANCE LIST OF PARTICIPANTS

Participants (9)

Find a participant

	Baigali (Me)	 
	Procurement Agent, MCA-M ... (Host)   	
	Anand	 
	Anar	 
	Giorgi Tvalavadze - Procurement Agent	 
	M&E	 
	Narmandakh	
	Procurement Agent - Keith Treviss	 
	Saruul PA	 

Invite

Unmute Me

Reclaim Host