



**Request for Proposals Ref No: MCA-M/CF/WSSA/CS/03**  
**Procurement of Consultant for Long-Term Sludge Management Plan and Feasibility**  
**Study of Sludge Landfilling and Processing**

**ANSWERS TO CLARIFICATION QUESTIONS – ISSUE No. 3**  
**(Clarification Question/Answer # 13-16)**

**August 31, 2023**

<b>Questions and Answers (1-5) issued to all registered Consultants on July 31, 2023</b>	
<b>Questions and Answers (6-12) issued to all registered Consultants on August 23, 2023</b>	
<b>Question 13:</b>	The scope states: “Sludge outlet options In this section, the Consultant shall propose its best option for sludge management of Ulaanbaatar city based on the results from Task 2-5. The content of the option may include suitability for land application, potential agriculture areas near Ulaanbaatar, reuse in non-agriculture areas, landfill/ultimate disposal, and constraints”. As there is no Task 2-5, assume this means results from all Tasks 2, 3, 4 and 5?
<b>Answer 13:</b>	Yes. Task 2-5 means Tasks 2 through 5 (Tasks 2, 3, 4 and 5).
<b>Question 14:</b>	Is there a requirement to translate final deliverables or provide interpreters at meetings with project stakeholders?
<b>Answer 14:</b>	According to the Paragraph 8. Deliverables (And its table with the list of deliverables) of the Section V (Terms of Reference) of the RFP, the consultants are required to submit all deliverables in both English and Mongolian Languages.  The formal interpretation services during the meetings with the Stakeholders are not required. However, the Consultant shall use its best efforts to ensure proper communication with all local Mongolian Stakeholders.
<b>Question 15:</b>	Should the financial proposal include expected expenses for the kick off meeting (and subsequent stakeholder meetings) in UB?
<b>Answer 15:</b>	The Kick-off meeting is part of the assignment as described in sub-clause 1.2 (Kick-off Meeting) of the Section V. Terms of References, of the RFP, and therefore, any expenses associated with this event shall be considered while preparing the Technical and Financial Proposals.  According to sub-clause 12.11 (Financial Proposal) of the Section I. Instructions to Consultants (ITC) of the RFP: “All activities and items described in the Technical Proposal shall be assumed to be included in the price offered in the Financial Proposal”.

<b>Question 16:</b>	The TOR states 'There should be at least two engineers working on every professional engineering task'. Will only a single CV be scored for each key personnel role?
<b>Answer 16:</b>	<p>According to sub-clause 9.3 of the Section V. Terms of Reference of the RFP, there should be at least two engineers working on every professional engineering task. This requirement is applicable for all individual engineer's job statuses except for Project Manager. The Consultants are required to consider this requirement of the Terms of Reference in the TECH-6. Description of Approach, Methodology and Work Plan for Performing the Assignment and TECH-9. Staffing Schedule (Key Professional Personnel and Support Staff) of their Technical Proposals. The Consultants are not required to submit CVs on any Non-Key Personnel. However, the highest ranked Consultant may be requested to submit CVs of the non-key personnel after the Contract Award.</p> <p>Additionally, please note that the number of the Key Professional Personnel requested in sub-clause 9.2 (Key Personnel) of Section V. Terms of References, of the RFP, <u>is four (4)</u>. Therefore, the Consultant shall propose one (CV) for each of the four (4) Key Professional Personnel's positions. According to sub-clause 12.4 (e) (Preparation of Proposal) of the Section I. Instructions to Consultants (ITC) of the RFP: "Alternative Key Professional Personnel shall not be proposed, and only one curriculum vitae ("CV") may be submitted for each position indicated in the TOR".</p> <p>CV of only one candidate proposed for each Key Professional Position will be subject to evaluation in accordance with the evaluation criteria specified in Criterion 3 (Key Professional Personnel Qualifications for the Assignment), of Section III. Qualification and Evaluation Criteria of the RFP.</p>