



MINUTES OF THE PRE-OFFER CONFERENCE

Consulting Services for Strengthening of the Water Services Regulatory Commission; Water Affordability and Customer Assistance Policy Development; and Tariff and Subsidy Modeling and Revision

Quality and Cost Based Selection (QCBS) Procurement ID: MCA-M/CF/WSSA/CS/06

Date: October 14, 2024

Time: 10:00-11:30 a.m.

I. INTRODUCTION

The Pre-Offer Conference for Procurement of Consulting Services for Strengthening of the Water Services Regulatory Commission; Water Affordability and Customer Assistance Policy Development; and Tariff and Subsidy Modeling and Revision, was organized by the Millennium Challenge Account-Mongolia (“MCA-Mongolia”) in accordance with ITO 1.3 of Section II, Data Sheet of the Request for Offers (RFO).

The entire Pre-Offer Conference was conducted as an online event, using Zoom software.

II. AGENDA

1. Opening

- **Opening Remarks, and Overview of the Mongolia Water Compact**
Enkhtungalag Togtokh - Director, Procurement, MCA-Mongolia
- **Ground Rules**
Keith Trewiss - Senior Procurement Specialist, Procurement Agent of MCA-Mongolia

2. Presentations

- **Consulting Services for WSRC Strengthening, Water Affordability and CAP Development, and Tariff and Subsidy Modeling and Revision**
Unurjargal Lkhanaa - Director, Sustainability, MCA-Mongolia
- **Important Aspects of the Procurement Process**
Giorgi Tvalavadze - Procurement Agent Manager, Procurement Agent of MCA-Mongolia
- **Tax Exemption and MCC’s AFC Policy**
Keith Trewiss – Senior Procurement Specialist, Procurement Agent of MCA-Mongolia
- **Payment Process and Audit**
Luis Baires - Fiscal Agent Manager, Fiscal Agent of MCA-Mongolia

3. Q&A Session

III. PARTICIPANTS

Attendees: Nine (9) individuals representing eight (8) interested firms attended the Pre-Offer Conference. The List of Participants (with the exception of details of MCA-Mongolia personnel and its Consultants) is attached as **Annex 1**.

Minutes of the Pre-Offer Conference were taken by the Procurement Agent of MCA-Mongolia.

IV. OPENING REMARKS

Enkhtungalag Togtokh, Procurement Director of MCA-Mongolia opened the Pre-Offer Conference, welcomed the attendees, introduced the agenda, and emphasized that the purpose of the Pre-Offer Conference was to provide the representatives of potential offerors and interested firms with an opportunity to clarify the issues related to the RFO document and the entire procurement process. She then presented an overview of the Mongolia Water Compact.

Senior Procurement Specialist of the Procurement Agent, Keith Treviss introduced the ground rules and instructions on how to submit questions through the Q&A feature of Webinar to the participants. He then passed the floor to the other panelists for the presentations.

V. PRESENTATIONS

Panelists representing the MCA-Mongolia delivered presentations in accordance with the Agenda of the Pre-Offer Conference. All presentations made by the panelists of MCA-Mongolia are enclosed as **Annex 2**.

VI. QUESTIONS AND ANSWERS

After the presentations, MCA-Mongolia's Panelists answered questions from participants on the technical and procurement related details of the Consulting Services for WSRC Strengthening, Water Affordability and CAP Development, and Tariff and Subsidy Modeling and Revision and stated that written responses will be provided later. All questions were recorded and the formal responses to all questions (Answers to Clarification Questions - Issue No. 1- Questions 1-4) are attached as **Annex 3**.

VII. CLOSING

Concluding the Pre-Offer Conference, Enkhtungalag Togtokh, Director, Procurement, MCA-Mongolia thanked the participants for their interest in the event and noted that all participants will receive the Minutes of the Pre-Offer Conference, including the list of participants, all presentations made by MCA-Mongolia's panelists, and written answers to the clarification questions raised by the Participants. The meeting was closed at 11:30 am, Ulaanbaatar time.

Offerors are reminded that the information in the RFO and the PowerPoint presentations are provided for the sole purpose of Offers Preparation, and not for public use.

Annexes:*Annex 1: List of Participants**Annex 2: PowerPoint Presentations**Annex 3: Questions and Answers (Answers to Clarification Questions - Issue No. 1 (Questions 1 through 4))*

Annex 1: List of Participants**(with the exception of details of MCA-Mongolia personnel and Consultants)**

No.	Full Name	Firm	Location
1.	Denzel Hankinson	DH Infrastructure	United States
2.	Genti BEQIRI	Sachsen Wasser	Germany
3.	Gerelchuluun Javzan	Individual	Mongolia
4.	Huw Pohlner	Ricardo	Australia
5.	Lucas Morenas	Unknown	Vietnam
6.	Michael Goddard	Unknown	United States
7.	Nursultan Ospankulov	Aqwadem	Türkiye
8.	Oyu Bayarsaikhan	Unknown	Mongolia
9.	Sica LLC SICA	Sica LLC	Mongolia

Annex 2: Power Point Presentations

Power Point Presentations of the Pre-Offer Conference can be downloaded from the following link:

<https://www.dropbox.com/scl/fo/gs89m1nlm0m6tjv73a1r0/ACPvFX6zzS5s049qN6fjpR4?rlkey=ma9b097yih5ohgecwp8ez96q8&st=u3fwvk7x&dl=0>

Annex 3: Questions and Answers



Questions and Answers

Answers to Clarification Questions - Issue No. 1 (Questions 1 through 4)

Question 1:	Is the presentation going to be shared?
Answer 1:	The minutes of the conference along with all presentations will be shared with the participants and will be also posted on MCA-Mongolia's website.
Question 2:	Is it a strict requirement that lead translator and lead interpreter are two different people?
Answer 2:	Yes. These are two different positions that should be performed by two different individuals as these require different skills and in addition, services of the lead interpreter and the lead translator may be required in parallel.
Question 3:	I am a Freelance Consultant and I would like to contribute and collaborate on this assignment. So, can I give my contact information to the firms who are interested in engaging with me on this consultancy services?
Answer 3:	Planning, preparation and submission of the Offers, based on the requirements of the RFO Document, is the responsibility of the prospective Offerors and the interested parties, where MCA-Mongolia is not engaged.
Question 4:	Can I engage with many firms concurrently or shall I engage with only one firm as a local expert?
Answer 4:	According to the ITO 14.1 of the Section II. Data Sheet of the RFO: " <i>A Sub-consultant or individual expert may participate in more than one Offer as a Sub-consultant or individual expert respectively.</i> "