



**MCA-M/PROC/102  
 Consultant’s Qualification Based Selection (CQS)**

**Consultancy Services for Production of the Compact Documentary  
 and Video Content**

**ANSWER TO CLARIFICATION QUESTION – ISSUE No. 2  
 July 2, 2024**

<b>Question 1:</b>	<p>We have thoroughly reviewed all the materials; however, we noticed that the financial guideline proposal is missing.                  Could you please provide guidance on how I should submit my financial proposal?</p>
<b>Answer 1:</b>	<p><b>The Consultant firm will be selected in accordance with the procedures for the selection of Consultants’ Qualification Selection (CQS) set out in the MCC Accountable Entity Procurement Policy &amp; Guidelines. Therefore, no financial information should be included in the Qualification Information document.</b></p> <p>After the evaluation of qualifications, MCA-Mongolia shall invite the successful Consultant with the highest qualification evaluation score to submit a <u>Combined Technical and Financial Offer</u>.</p> <p>As per the Clause 5 of the Letter of Invitation of the Request for Qualification Informations, the Consultants are required to submit the Qualification Information with the following information:</p> <ul style="list-style-type: none"> <li>(i) Proof of registered entity/firm, as required by the applicable Mongolian laws;</li> <li>(ii) Power of Attorney for the person signing the Qualification Submission Form in Appendix 2 of this RQI document. In case of an association of firms, the Qualification Information shall include a copy of the Joint Venture/Association Intent Agreement entered into by all members. One of the members shall be nominated as being in charge, authorized to sign, incur liabilities and receive instructions for and on behalf of all members of the Joint Venture/Association; and the execution of the entire Contract, including payment, shall be done exclusively with the member in charge;</li> </ul>

	<ul style="list-style-type: none"><li>(iii) A brief description of the Firm's organization and capabilities. In addition, an outline of recent experience on assignments of similar nature. For each assignment, the outline should indicate, inter alia, the profiles and names of the staff provided, the duration of the assignment, the contract amount, and the firm's involvement;</li><li>(iv) The composition of the proposed team and the description of tasks that would be assigned to each proposed Key Professional Personnel;</li><li>(v) CVs recently signed by the proposed Key Professional Personnel;</li><li>(vi) Reference information (including name and position of the person in charge, his/her current email address) of a <b>minimum of three (3) clients</b> who have recently contracted the Consultant on assignments of a similar nature.</li></ul>
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