



RQI # MCA-M/Proc/044

Consulting Services for Provision of Training Services on FIDIC Contracts and Conditions

ANSWERS TO CLARIFICATION QUESTIONS – ISSUE No. 1 (Questions 1-9)

March 9, 2023

Question 1:	With regard to the overall duration of the Contract. In TOR item 2, it advises two months of training, but under item 3 it would appear that there are two Tasks each of 2 months? Are these two Task to undertaken concurrently?
Answer 1:	<p>No. According to Paragraph 2. Objectives of the Assignment of the Terms of Reference (TOR) of the “Request for Qualification Information” (RQI), a Consultant is required to provide the online training with a maximum duration of two (2) months.</p> <p>According to Paragraph 3. Scope of Services of the TOR, the maximum duration of each of the two tasks shall be a minimum of 18 training hours each within the overall duration of the Contract of two (2) months.</p> <p>Some of the MCA-Mongolia employees will need to attend both modules. Therefore, the training schedule of Module 1 and Module 2 should not overlap. The detailed training schedule will be agreed with the Consultant after the contract signing.</p>
Question 2:	Is all the training to be based only on the FIDIC Conditions of Contract for Construction (Red Book) and the Conditions of Contract for Plant & Design-Build (Yellow Book), 1999 & 2017 editions and no involvement of the FIDIC EPC/Turnkey Projects Contract?
Answer 2:	Correct. The training on both Modules shall be based on the FIDIC Conditions of Contract for Construction (Red Book) and the Conditions of Contract for Plant & Design-Build (Yellow Book), 1999 + 2017 update editions. There is no involvement of the FIDIC EPC/Turnkey Projects Contract.
Question 3:	Should the training include for the MCC Particular Conditions of Contract for the 1999 FIDIC Contracts?
Answer 3:	The training on both Modules shall be based on the FIDIC General Conditions of Contract. However, MCA-Mongolia may provide the Standard Bidding Documents of

	Millennium Challenge Corporation (MCC) with the MCC Particular Conditions of Contract for the 1999 FIDIC Contracts to the winning Consultant.
Question 4:	In place of a Power of Attorney, may a Company Board Resolution or Statement from Company Secretary be an acceptable equivalent?
Answer 4:	Yes. The written confirmation of authorization to sign on behalf of and bind the Consultant shall consist of: Power of Attorney, Board Resolution, or document(s) providing or demonstrating legal authorization to an individual.
Question 5:	We understand that a minimum of 2 trainers are required for the project. Please confirm if an additional trainer is allowed to be named for Task 2 so optimizing interactivity with trainees & also as an alternate in case of illness etc, to one of the other tutors?
Answer 5:	According to the Evaluation Criteria indicated in the Clause 6 of the Letter of Invitation of the RQI, MCA-Mongolia will evaluate CVs of the two (2) trainers. Therefore, the Qualification Information of the Consultant shall include names and CVs of the proposed 2 trainers. Replacement of a trainer, before the contract award or during the contract implementation, shall be properly justified and the qualifications of the replacement candidate shall be equal or better than the trainer included in the Qualification Information of the Consultant.
Question 6:	Are the training materials (case studies, presentations, handouts, etc.) required to be delivered in hardcopy to a specified address, or would soft copies suffice that the participants can download and print?
Answer 6:	As the selected Consultant will be required to conduct the online trainings, all required deliverables, including the draft and final training materials and participants' folders shall be submitted electronically.
Question 7:	Will you provide the evaluation questionnaire template, or do you require us to develop the template and manage the evaluation process?
Answer 7:	The selected Consultant is required to develop a template of the evaluation questionnaire and to develop and submit the final evaluation reports based on the evaluation questionnaire completed by all participants of the training Modules with an assessment of the training, recommendations, and follow-up actions.
Question 8:	Are all forms (Firm's Relevant Experience, Firm's References and Composition of the Team and Task(s) of Each Member) required to be submitted on our company letter head, or exactly as provided in the templates?
Answer 8:	The consultants shall submit their Qualification Information as a separate file in a single submission using the Qualification Forms provided in the Appendix 2 of this RQI. No financial information should be included in the Qualification Information document. The Qualification Submission Form of the Appendix 2 of the RQI shall be submitted on the letter head of the Consultant and shall be signed by an authorized representative of the Consultant.

Question 9:	On the Composition of the Team and Task(s) of Each Member form, do you only require details for the trainers, or should we also include details of staff who will administer / manage the services?
Answer 9:	The form “Composition of the Team and Task(s) of Each team member” shall include details of the trainers. After the evaluation of qualifications, MCA-Mongolia shall invite the qualified consultant with the highest qualification evaluation score to submit a Technical and Financial Proposal. At the Technical Proposal submission stage, the qualified Consultant with the highest qualification evaluation score will be requested to submit the Methodology and the Work Plan with the technical approach and the proposed work plan.