

Q& A to received questions to RFP No.: 2990-RFP-CUB-23-03 Feasibility study for the coastal protection of Havana's seawall in the face of climate change effects

No.	TOR Section/Page	Question	Answers
1	General	Please let us know how the payments will be made by UNDP to the Consultant for this assignment considering the current banking restrictions in Cuba. Is the Consultant expected to send invoices to UNDP in Cuba or in USA? Will the Consultant be paid in US dollars (US\$) on their bank account in their home country? Would any delays or additional fees/taxes be expected?	The contract would be signed in USD, between UNDP and The Consultant. Invoices should be sent to and accepted by UNDP Cuba. Payments are originated in USA or in European bank, in euros or USD depending on banking system and contract specifications, to Consultant account in their home country. Delays are not expected, nor additional taxes.
2	General	Would UNDP facilitate with bank transfers for payments in Cuba to local consultants, companies or entities related to the assignment after, and in case of, contract award?	UNDP payments will be done directly to the service providers. Any other arrangement with local consultants is responsibility of the Consultant.
3	General	Could you please give us an indication of the budget available for this assignment? This would assist in obtaining a general understanding of the depth and breadth of the project scope, such as required studies for model testing, and any related surveys to be conducted for this assignment.	UNDP Procurement method used for this Bidding Process does not allow us to share any budget consideration as public information to bidders. Your proposal must be based on the requested task.
4	3, p.10	Is it correct that the current study is limited to the 4.5 km long Section 3 of the Havana Malecon (i.e. from Marina Street to the Torreón de la Chorrera) – and that Sections 1 & 2 are not to be considered at all for possible design measures? Is the Consultant expected to consider the external effects on the study area and impacts of the proposed solutions on its surroundings?	Yes, current study is limited to Section 3 (i.e. from Marina Street to the Torreón de la Chorrera), and Sections 1&2 are not to be considered. It is expected that the consultant takes into account the impact of the proposed solution on its surroundings.
5	4, p.11	What is the expected level of detail for the designs to be prepared under this project, and the level of detail for cost-estimates?	The scope required in the study is, firstly, the definition and justification of the total investment associated with each solution proposed in the multi-criteria analysis, so as to allow comparison of the investment required in the different alternatives proposed, to select the most viable alternativa under technical and economic criteria. Secondly, in the technical report of the chosen solution, it will be necessary to define and justify the proposed solutions at the preliminary design level, so that a construction project for the execution of the proposed actions can be elaborated on the basis of this preliminary design. The investment and costs associated with the proposed solutions must be detailed and justified by chapters and subchapters, but without reaching a level of detail corresponding to that of a construction project. The final purpose should be the preparation of a feasibility study in which the costs and benefits associated with the project and its final viability can be quantified

6	4, p.11	Are the deadlines for submission of the deliverables including the review and correction periods by the Client, or excluding? Therefore, is the noted maximum delivery period, of 2 months after Contact signing, for the delivery of the first draft for review by Client?	Deadlines shown are for submission of deliverables. After marked date comes revision by client and correction periods. For example: First deliverable has 2 month for the first draft, after the reception of this draft there is 1 month for revision, and after revision the consultant has 1/2 month to attend comments and to prepare the final deliverable. (2 month + 1 month + 1/2 month)
7	4, p. 13, 14	Cost-Benefit Analysis of alternatives and Solutions (See Section 4 / output 4) and Economic Feasibility Analysis of the selected alternative (See Section 4 / output 5): Would UNDP assist in providing information of civil works projects and its costing, and/or assist in liaison with line ministries, entities, on its own expense, to access data?	Yes, during contract execution, UNDP will provide assistance with local liaisons.
8	11.1, p.29	What involvement and participation can be provided by UNDP, and its government counterparts, to assist with introduction and liaison with line ministries, governmental departments, and entities, facilitation of stakeholder engagement, and engaging local companies for surveys, and assisting in finding local experts to assist in this.	Yes, during contract execution, UNDP will provide assistance with local liaisons. We will conduct presentations with government entities, we will be arranging meetings, and other interactions needed by the consultant.
9	Annex 1	In the Technical Annex of the ToR it is stated that the Consultant will "...program surveys..." for subsequent phases. Furthermore, it is stated that additional surveys should only be carried out if necessary following analysis of the available data, and consultation with UNDP and the relevant agencies. The current contract will therefore only include the definition of the requirements for additional surveys. Is that correct? Please confirm that the required surveys will be undertaken by and paid to other parties outside of the current contract.	Yes, it is correct. Additional surveys will be defined upon request of the consultant if the information provided is not fully complete. This surveys will be executed by national entities and will be paid outside of this contract.
10	Annex 1	La propuesta debe ser presentada en ingles o en espanol?	As stated in Section 3 All proposals, information, documents and correspondence exchanged between UNDP and the proposers in relation to this solicitation process shall be in English/Spanish Both languages are acceptable.

11		<p>Que informacion esperan que incluyamos en la Seccion 5 punto 9. Analysis of the methodology offered?</p> <p>☐</p>	<p>Requested information is detailed in the section clauses.</p>
12		<p>En el Anexo 1 Aspectos tecnicos de los TdR punto 1.7 aparece el formato de presentaci6n de las propuestas indicando una extension de 60 paginas y una estructura definida. debemos de incluir esta estructura en la seccion 2 del FORM G?</p>	<p>Yes , must adhere to the requested structure</p>
13		<p>En los TOR se describe lo siguiente: "Durante los procesos de realizacion de los trabajos de modelizacion matematica y modelizacion fisica, se debera integrar junto con el equipo de trabajo propuesto por el proveedor de servicios al menos a cuatro personas elegidas por el equipo PNUD. Los costes asociados a los viajes ya sean internacionales o locales, el alojamiento, la traducci6n, las oficinas y otros seran por parte del proveedor de servicios y su coste estara incluido en el precio ofertado en el servicio."</p> <p>Con la intencion de realizar la mejor estimaci6n posible en nuestro presupuesto, por favor indiquen: Numero de viajes estimados.</p> <p>Por favor confirmen que los viajes propuestos son desde La Habana hasta las oficinas del proveedor de servicios.</p> <p>Duracion de la estancia. Numero de personas</p>	<p>We confirm that prospective travelers are all departing from from Havana. We do not have a fixed number of pre-scheduled visits as a requirement, you must quote as required for your proposal. The visit schedules is a part of your proposal, as required for the completion of the goals.</p>
14		<p>in order to finalize a responsive and quality offer, could you please extend the deadline to 16 july 2023?</p>	<p>Close Date was extended until September 14, 2023</p>

15		<p>In "Section 4 - Evaluation Criteria", paragraph 4 "Recent experience on similar assignments", is stated that:</p> <p>QUOTE</p> <p>Indicate the number of contracts of similar nature and complexity implemented over the last 5 years. Provide information on such contracts as per the template/form provided in the Form G.</p> <p>For JV/Consortium/Association, all parties cumulatively should meet requirement.</p> <p>UNQUOTE</p> <p>We believe that there is a mistake in the wording, i.e., Form F instead of Form G.</p> <p>Moreover, we have noticed that in Form G, Previous Relevant Experience it is requested.</p>	<p>Bidder must provide experience with 10 or more basic or complete coastal marine engineering works/projects related to climate change (required for at least one member of the consortium/partnership/Joint Venture). Documents must be included in the Form G, Section 1, point 1.3 , also Form F, Previous Relevant Experience. So you must include both: assignments during the last 3 years on Form G allow you to qualify, and similar engagements for the last 5 years as point 1.3 of the Technical Proposal show your Company's relevance in the field.</p>
16		<p>In "Section 4 - Evaluation Criteria", paragraph 4 "Recent experience on similar assignments", is stated that "For JV/Consortium/Association, all parties cumulatively should meet requirement" while in the TOR it is written that "if the proposal is submitted as a consortium/partnership/Joint Venture, at least one of the member must meet the minimum criteria otherwise specified in the criteria".</p> <p>Please clarify if the minimum criteria must be met by one of the JV members or whether all parties must meet the requirement cumulatively, i.e., if the minimum number of projects per requirement can be given by the sum of the JV members' references.</p>	<p>As stated in each evaluation criteria: at least one of the members must meet the minimum criteria otherwise specified in the criteria</p>
17		<p>Following Amendment n°1 for negotiation received on 09 August 2023, we would be grateful if you could clarify the following:</p> <p>According to the Amendment "Contracts to be shown as Supplier experience should not be restricted to the last 5 years", however in Form G, Previous Relevant Experience the consultant is requested to list only previous similar assignments successfully completed in the last 3 years.</p> <p>In light of the above, since there is a discrepancy in the number of years to be considered in Previous Relevant Experience, we kindly ask you to clarify whether the consultant's previous relevant experience should not be restricted to the last 3 years.</p>	<p>As stated in the amendment, the consultant's prior relevant experience should not be limited to the last 5-3 years. Just use the template to write the requested information, but feel free to include examples of the last relevant contracts, regardless of when they were executed for a reasonable period of time</p>