

**Ministry of Energy and Public Utilities**  
**Consultancy Study on Electric Cars**  
**Procurement Ref: MEPU/RFP/OAB/08/18-19**

**Addendum No. 1**

**Reply to Queries**

Item No.	Query	Reply
1	<p>55% contract amount will be paid upon submission of Draft Report, and 45% contract amount will be paid upon submission of Final Report. Can provision be made for advance payment, upon presentation of bank guarantee?</p> <p>On the MEPU document, the information on advance payment is as follows (on page 53):</p> <p>"3.1 Payments to the firm, including payment of any advance based on cash flow projections covered by a bank guarantee, shall be made according to an agreed estimated schedule ensuring the firm regular payments in local and foreign currency, as long as the services proceed as planned."</p> <p>However, on page 51 of the same document, there is a note reading "Not to be used when cost is a factor in the evaluation of Proposals." What provision can be made for advance payment when cost is a factor for the evaluation of proposals, as is the case for this consultancy proposal?</p>	No advance payment will be provided under this project
2	The proposed 1.5 staff months for this study is the combined amount of time commitment from the whole team working on the study? Is it flexible in terms of number of team members and staff-months if the level of effort is more?	As per the TOR, the Expert is expected to spend at least 1.5 man months for this assignment.
3	<p>What is the procedure to apply for an extension to the Nov. 6<sup>th</sup> deadline?</p> <p>We wish to request an extension of the submission deadline regarding the Invitation for proposals through Open Advertised Bidding with Procurement Reference No: MEPU/RFP/OAB/08/18-19 (Selection of Consultant for Consultancy Study on Electric Cars). The current deadline is 6th November 2018 and we need it to be extended by 30 days, to 5th of December 2018.</p>	No extension of time is being granted for this project
4	Is CIDB registration required for this project?	No

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5	Kindly provide a methodology for the evaluation of the detailed credentials. For example, since 10 marks are allocated to relevant experience, request you to kindly clarify the number of relevant projects required for scoring the full marks.	The evaluation will be based on section 5.2 of the Instructions to Consultants- Data sheet and requirements of the TOR
6	While the consultant will provide details on each assignment, we understand that the evidence/ work proofs for the assignment will be submitted when explicitly requested by the client and not at this stage. Please confirm our understanding.	The Expert needs to list out the past projects of similar nature. Expert's attention is also drawn to section f(iii) of Form Tech-I
7	We understand that the evaluation of this proposal is on Quality and Cost Based (QCBS) Method. Thus, we need not provide information specified in this Appendix as part of the Financial Proposal. Please confirm.	Yes, the evaluation is based on QCBS and the relevant information as required in the bidding document must be submitted
8	<p>We understand that the scope of services under the assignment includes assessment of barriers (policy, technological, economic or financial etc.). It aims to develop policy and regulatory framework, assess charging infrastructure requirements and undertake financial assessment. An expert will be recruited to develop the roadmap and provide inputs for greater integration of electric cars.</p> <p>However, we would like to highlight that given the vast scope of services, we would request provision for recruiting two experts with specialized skill sets.</p> <ul style="list-style-type: none"> <li>· Expert 1 may be <i>Policy &amp; Regulatory Expert</i> who understands the national and international EV Policy framework, designs policies for EV and develops institutional mechanism {Qualification may include Masters' degree, or equivalent with at least 3 years of experience in policy mapping, regulation, etc.}</li> <li>· Expert 2 may be <i>Technical/ Financial Expert</i> who undertakes financial feasibility assessment, total cost of ownership analysis, and provide inputs on battery technology. {Qualification already proposed in RfP}</li> </ul> <p>Please confirm.</p>	It is up to the Expert to decide on the allocation of tasks.
9	We understand that the roadmap developed shall be a high-level document which includes key strategies and priority areas for integration of electric cars in Mauritius. However, we understand that this roadmap shall not include a detailed implementation plan for the integration of electric cars. Please confirm.	Confirmed
10	We understand that MEPU will provide a list of stakeholders for the consultative meetings. Please clarify whether workshops involving several stakeholders are also programmed	No provision has been made for workshops

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11	As mentioned in Section 3, considering the broad scope of the engagement, we are proposing the requirement of two experts in the engagement. These experts will be expected to provide intermittent input of one and a half man months each spread over the engagement duration. Please confirm.	Please refer to reply at query no. 2
12	We understand that there shall be a minimum of two missions during the assignment. We would request clarification on what shall constitute a mission and what will be the duration of each mission. Further, in developing our financial proposal it would be helpful if the indicative maximum number of missions is specified. Thus, we would request clarification on the overall number of missions and the number of resources who shall support the expert in a mission.	The mission will consist of consultative meetings with the stakeholders and data collection. The duration of the mission and the number of missions rest upon the Expert. MEPU will only facilitate meetings with stakeholders. Also refer to section 6.1 of the TOR
13	<p>We understand that draft report will be circulated to all the relevant stakeholders for their consideration. The stakeholders shall be provided a specified deadline for submission of their comments/observations which shall subsequently be incorporated in the Final Report.</p> <p>Any suggestions/observations received after the deadline may not be considered during the preparation of Final Report. Kindly confirm.</p>	Confirmed
14	<p>The consultant will have to mobilize the team and resources for initiating the study. This will involve expenses/outflow by the consultant. We propose that the payment schedule be revised as follows:</p> <ul style="list-style-type: none"> <li>• 15% of the contract amount at the contract signing</li> <li>• 40% of the contract amount after submission of first draft report</li> <li>• 45% of the contract amount after submission of the final report</li> </ul> <p>Please consider.</p>	Payment schedule shall be as per the bidding document
15	<p>We would recommend elaborating on the consultant's liability in cases other than an event of Force Majeure. For example, a breach of the consultant's obligations in those cases shall be limited to the fees paid to the consultant.</p> <p>We would suggest removing this clause from the contract, as it is too open ended.</p>	These are standard conditions of the contract

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16	We would recommend adding the client's confidentiality obligation to this clause, as well as details on the period for which confidential information can be stored for example: limited to a period of 1 year after the last disclosure.	These are standard conditions of the contract
17	<p>Foreign consultants have to apply for a provisional registration prior to applying'</p> <p>Could you kindly let us know how this could be done</p>	Please refer to reply at query no. 4

**26 October, 2018**