



BID CLARIFICATION MATRIX 1

FRAMEWORK FOR

**PROVISION OF MONITORING AND EVALUATION SERVICES WITHIN THE RESULTS AND IMPACT
TEAM IN TRADEMARK AFRICA**

FRAMEWORK NUMBER: TMA/FWA/M&E/01/2024

14th AUGUST 2024

FRAMEWORK TITLE: PROVISION OF MONITORING AND EVALUATION SERVICES WITHIN THE RESULTS AND IMPACT TEAM IN TRADEMARK AFRICA

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This clarification matrix forms an integral part of the tender document and therefore, *must be considered* carefully considered by service providers in preparation and submission of bids. The clarifications to queries raised through the official bidding clarification email address that is (frameworks@trademarkafrica.com).

All communications must be directed to the procuring entity, Trademark Africa through frameworks@trademarkafrica.com as provided for in the tender document.

QUERIES AND RESPONSES

These clarifications are for those queries sought by bidders in line with the FWA of the tender document:

S/ N	Clause No. as per RFP	Point of Queries	Our Comments / Clarifications required	Clarification Response	Status
1.	FWA	ToR	In Section 5, you mention four lots and six sectors. You also mention that firms can focus on specific sectors. We were wondering whether this would also apply to the Lots or just the sectors? Will we need to bid for specific lots and sectors?	Your submission and application should be per Lot as stipulated in the framework document. However, for each Lot you are required to specify the sector/s that your firm is strong.	Closed

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2.	FWA	ToR	Regarding the company registration eligibility criteria on Table 1 (page 14) in the ToR it is not totally clear what the options are and the extent to which you should register with one or more countries. Our company could either bid as an international entity with our local offices or we could bid as an African entity registered to one of the four African country offices where we are based. If we were to bid as one of our African entity country offices, would there be restrictions on our ability to draw from our track record beyond that office? Also, would you then only be able to bid for the regional lot that your office is based? Our preference would be for us to register as an international entity with our country offices listed so we can draw on your full team and track record.	Bidders are encouraged to place their bid with the entity that will be most suitable to them for doing business. The company registration is to determine where the firm is domiciled/registered. As a firm, you are open to bid for any of the lots as long as you demonstrate your capacity to deliver.	Closed
3.	FWA	ToR	In terms of the number of suppliers you include on the framework, you mention that there will be 10 suppliers on the framework. Would this be the overall maximum, or might you have up to 10 per sector?	The maximum number of 10 suppliers for shortlisting will be per Lot.	Closed
4.	FWA	ToR	What is the potential overall value of call-offs in the framework contract, the expected number of call offs and the average size call offs (will most be below/above the \$30,000 mini-competition threshold you mention)?	This will be determined on a need basis and at this juncture we are not in a position to share the absolute figures.	Closed
5.	FWA	ToR	Related to section 3.1, Table 2, you mention that we must propose a minimum of three experts, do you have a maximum? Also, for the call-off assignments will it only be	A minimum of three experts in addition to the team leader will be evaluated at this stage.	Closed

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			possible to have people selected from our listed team or can we propose additional team members at the call-off stage?	At the call-off stage, additional experts will be permitted but the proposed experts must demonstrate equal or higher qualifications to what has been requested.	
6.	FWA	Turnaround time	Are you able share what the likely turnaround time would be for the mini-competitions?	This will be dependent on the call off process.	Closed
7.	FWA	ToR	Under a partnership arrangement where there is a lead firm working in association with another firm (not a joint venture) would the project track record of both firms be eligible for purposes of meeting the qualification (minimum requirements) set out in the framework terms of reference (section 7, page 11 of the ITT)?	A consortium or JV members will be evaluated on equal measures. The experience presented by each member will be considered in the assessment.	Closed
8.	FWA	Eligibility	We are a company based in South Africa and we are interested in submitting our bid for the above-mentioned tender. However, upon reviewing the document we noticed that South Africa is not part of the required leading partners mentioned on the Preliminary Requirements. kindly confirm if are we eligible to submit our bid documents.	This framework is open to all firms and not restricted to TMA operation countries. However, firms are required to demonstrate experience in the region/lot that they are bidding for in line with the terms of reference and evaluation criteria.	Closed
9.	FWA	Preliminary Requirements	The Table 1: Part A – Preliminary Requirements (page 14 of the invitation to tender) establishes “b. Copy of Certificate of Registration/Incorporation demonstrating the bidding	Refer to response provided in query no. 8 above.	Open

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			firm/lead partner's registration in either Burundi, the Democratic Republic of Congo, Djibouti, Ethiopia, Ghana, Kenya, Malawi, Rwanda, Somaliland, Tanzania, Uganda, Mozambique, South Sudan and/or Zambia." We understand that companies registered in countries different to the ones mentioned in the table can participate as part of a consortium / Joint Venture but cannot take the leading role on a bid, is this correct?		

TRADEMARK AFRICA

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