



BID CLARIFICATION MATRIX NO.1

**SPECIALISED LOCAL IMPLEMENTING PARTNER IN NIGERIA FOR CROSS-BORDER TRADER
MOBILISATION AND CAPACITY BUILDING FOR WOMEN AND YOUTH ECONOMIC
EMPOWERMENT IN FISHERIES PROGRAMME**

GRFO20260010

FINANCED & PROCURED BY

TRADEMARK AFRICA

OCTOBER 2026

BID CLARIFICATION MATRIX NO.1

TENDER TITLE: SPECIALISED LOCAL IMPLEMENTING PARTNER IN NIGERIA FOR CROSS-BORDER TRADER MOBILISATION AND CAPACITY BUILDING FOR WOMEN AND YOUTH ECONOMIC EMPOWERMENT IN FISHERIES PROGRAMME

TENDER NUMBER: GRFO20260010

This **Bid Clarification Matrix No. 1** forms an integral part of the Request for Proposals and therefore, **must be considered** carefully by service providers in preparation and submission of bids.

It is divided into two sections: -

1. Section 1 contains clarifications to queries raised by bidders through the Questions and Answers function on the SAP Ariba platform.
2. Section 2 contains general tips on how to prepare and submit a competitive bid.

All tender clarifications and submission-related communications must be made through the SAP Ariba platform, in accordance with the tender instructions.

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SECTION 1: QUERIES AND RESPONSES

These clarifications are for those queries sought by bidders in line with the Request for Proposal (RfP) of the tender document:

Table 1: Queries and responses as received and responded to by the procuring entity.

Sl. No.	Our Comments / Clarifications required	Clarification	Status
1.	Previous procurement attempts: Without requesting confidential information relating to previous bidders, could TMA provide insight into the principal technical, institutional or operational challenges that contributed to the two unsuccessful procurement attempts? Understanding these challenges would help prospective applicants better align their proposals with TMA's expectations.	The first attempt was cancelled due to a change in the programme scope and alignment of the programme priorities. The second attempt was cancelled because we failed to secure a Nigerian-domiciled firm to carry out the activity.	Closed
2.	Relevance of institutional experience: Given our substantial experience in agricultural value-chain development, cooperative strengthening, livelihoods, economic empowerment and large-scale beneficiary mobilisation, would TMA consider such experience sufficiently relevant where the applicant demonstrates the capacity to deploy qualified fisheries and cross-border trade specialists?	The evaluation criteria directly stipulate the evaluation matrix for all bidders.	Closed
3.	Implementation readiness and geographic coverage: Considering the compressed implementation timeline, would TMA consider a phased, corridor-prioritised approach that leverages an applicant's existing operational presence and established networks while progressively expanding implementation across the identified trade corridors, provided the required outputs and targets are achieved?	Yes, the proposed approach will be evaluated based on merit as per the evaluation matrix.	Closed
4.	Page 17 requires 7 years of experience for the grantee. However, Page 9 requires at least 5 years of experience and operations. Please confirm which is accurate.	While the ideal experience is 7 years, bidders will be evaluated on "over 5 years experience" as outlined in the evaluation matrix page 9 (ii) Relevant Organisational Experience and Trader Networks	Closed

5.	In the CFP, you used the term, sub-grantees but in the financial proposal, the term sub-contractor was used. Are they referring to the same set of organizations?	They refer to the same.	Closed
6.	If yes, there is mention that the subcontractors must not be related parties in the Financial Proposal Summary. If we use a non-related subcontractor/sub-grantee and do not hit the 20% threshold, can we then re-allocate the other funds to other cost components?	Yes, you can re-allocate the funds to other cost components.	Closed
7.	If no, can a sub-grantee in our Consortium/JV be a sister organization (same ownership, independent management and board)? If we have a Consortium, we might not need external sub-contracting: can the 20% sub-contractor threshold value then be reallocated to personnel or other cost components?	Yes, allocate the resources in the most prudent cost element to deliver the programme	Closed
8.	Regarding Joint Venture (JV) Documentation Requirements For a bid being submitted as a Joint Venture , could TMA please clarify which partner is expected to provide the supporting statutory and corporate documents, such as CAC registration documents, tax clearance certificates, utility bills, and other related compliance documents? Should these documents be submitted by both partners or only by the lead partner?	Both parties should provide their relevant statutory and corporate documents, with the Lead Partner maintaining the Power of Attorney and overall responsibility/accountability of the programme results and utilization of the funds.	Closed
9.	Signing and Stamping of the Technical Note Submission Form Regarding the Technical Note Submission Form, could TMA clarify whether the form should be signed and stamped only by the lead partner , or whether it is expected to be signed and stamped by both partners?	Yes, the Lead partner maintains the PoA and all responsibility for submission	Closed

10.	Addressing Cost-Effectiveness and Value for Money in the Technical Proposal. The technical proposal requirements make reference to cost-effectiveness and value for money. Could TMA kindly provide guidance on how bidders are expected to demonstrate these aspects within the technical proposal without disclosing or referencing specific financial/cost figures, particularly given that the financial proposal is submitted separately? Additionally, should bidders explicitly establish the linkage between the proposed technical approach, methodology, level of effort, deliverables, and the principles of cost-effectiveness/value for money?	There's no guide to the cost-effectiveness and VfM computation. It depends on how the bidders link results and resources allocated.	Closed
11.	Password Protection Protocol Could TMA please clarify the procedure for providing the password especially for the technical proposal, pre submission or post submission, kindly indicate the expected process and timeline for providing the password.	The Password should be provided during submission.	Closed

SECTION 2: TIPS ON SUBMITTING A WINNING BID

Administrative

- Correct language (with translation/s where different language is used);
- Timelines complied with.
- Full response to tender requirements.
- Attachment of required documents as per the bid instructions such as:
 - o Registration certificate/s;
 - o Tax compliance/ registration.
 - o Professional registrations such as that for engineers, architects, environmentalists, accountants, supply chain experts, etc.,
 - o Power of attorney; and
 - o Audited accounts for the years requested.
- Accurate sealing/ naming of bids envelopes; and
- Timely submissions (no last-minute rush!).
- Separate Technical and Financial proposal.
- Bid security to be in technical proposal.

Technical

- Availability of equipment and personnel
- Very good methodology.
 - o Good work-plan.
 - o Understanding of TORs
- Evidence based experience.
- Proposed excellent team of experts/ personnel.
- Compliant structure of bid.
- Signed CVs of proposed experts/ personnel alongside declaration by individual of her/ his CV not being used by any other firm within the same bid especially where cross-bidding is barred.
- Keen attention on high/ important technical requirements/ qualifications areas & scoring more.
- Quality assurance of the bid.
- Well arranged, titled and easy to read proposal.
- Defined jargon where used.
- Demonstrated creativity and uniqueness of the technical bid/.

Financial:

- inclusion of taxes when advised to.
- fair pricing.
- signed submission form/s.

Post-award:

- positive due diligence.
- accurate bid information.
- good performance (quality, cost, quantity, etc.) on award of contract.