

**Response to request for clarifications
RFP/2022-007**

**Consultancy Services for Assessments of the potential of bioenergy based on
agriculture residues and wastes and the scale up strategies**

Provided to all bidders

Questions in blue text. IRENA response in black text.

#	Question	Response
1	How many technical staff do you require to be on the bidding team, in addition to the project manager: five (page 21, f) or three (p.23)?	Project Manager with a minimum of three technical staff up to a maximum of five.
2	Some of our recent work is confidential and we do not believe that clients would allow us to include reports with our submission. Is there another way to include such references, for example by providing an overview of the work and maybe a client contact name?	Overview with emphasis on the technical aspect and scope of the work with client contact information should be sufficient.
3	Should the assignments from this tender be conducted online or offline? Is there any traveling required for the completion of these assignments? (for example, for conducting workshops)	The conduction of the workshops will be virtual only.
4	A “Virtual” workshop is less expensive. A “Live” workshop requires additional costs (ex.: travel costs). Both are feasible to prepare. Is there a preference from the Client on the type of workshop to be prepared by the Contractor for the 3 selected regions? 2. If the “Live” workshops are preferred over “Virtual”, do we understand correctly that costs for organizational activities (ex.: rental space, food & drinks, invitations etc.) will be outside of of the Contractor’s responsibilities? If Contractor will be responsible for organization of the workshops please clarify Contractor’s responsibilities.	We are considering only Virtual workshop for this project, however if “Live” workshop is required, If travel is required at some point, IRENA will be responsible for all travel costs and accommodation.

5	<p>An estimate duration of the project is indicated to be 6 months. On the next page 22, a draft timeline schedule prescribes 41 weeks (9.5 months) to accomplish all activities. Could you clarify which is the Client's preference? Live Workshops will require more time. With virtual workshops 6-7 months seems feasible.</p>	<p>There is a need to get this consultancy on a timely manner. Six to seven months should be possible to get the work done. The task is 90/100 consultant days in a six month period max.</p>
6	<p>Is it possible to propose a 10% from the total budget of advanced payment for a Contractor to be able to initiate the work.</p>	<p>As per IRENA Regulations, advance payment is not allowed only under special circumstances; for this project there is no justification for advance payment.</p>
7	<p>Is it possible to extend the bid submission to +10 days from the original submission date?</p>	<p>We believe that enough time was given to te bidders to submit their proposals therefore we are not in a position to extend the deadline further.</p>
8	<p>For the in-depth analysis of 3 regions – “South East Asia must be one of the three regions. The other two regions will be defined by the outcome of the global analysis. Prospectively, two of the regions could be South America and Sub-Sahara Africa”.</p> <ol style="list-style-type: none"> a. Do you have a definition here of “regions” or how large a region you are expecting? b. Minimum one economic case study per region at local or country level. Here this could be regional level where agricultural practices are similar or a country as an example to apply to other areas? 	<ol style="list-style-type: none"> a. The regional division follows the division of the World Bank. <p>Agriculture practices that are similar at regional level and country experiences to apply to other areas, are both a valid approach. What should be considered carefully on the selection process is the focus on best practices and lessons learned at local/country levels that have generated relevant policies that incentivise farmers to make use of residues for energy purposes.</p>