



Millennium Development Authority (MiDA)

PRE-PROPOSAL MEETING **FOR RESETTLEMENT AND COMMUNITY ENGAGEMENT CONSULTANTS**

August 29, 2017

Venue: Alisa Hotel, Accra, Ghana

Presented By:

OPHELIA AYEH (Mrs.)

Environment & Social Performance Coordinator

OUTLINE OF PRESENTATION

- **COMPACT OVERVIEW**
- **ACTIVITIES LIKELY TO TRIGGER INVOLUNTARY RESETTLEMENT**
- **LIKELY CATEGORY OF PROJECT-AFFECTED-PERSONS (PAP)**
- **INSTITUTIONAL ARRANGEMENTS**
- **SERVICES AND ROLE OF RAP CONSULTANTS**
- **EVALUATION CRITERIA**

COMPACT OVERVIEW

- **Ghana Compact II Program**
- **Compact Projects & Activities**
- **Project Locations**
- **Activities that will Trigger Involuntary Resettlement**
- **Likely Category of PAPs**

COMPACT OVERVIEW

- The Compact is an International treaty between the United States Government represented by Millennium Challenge Corporation (MCC) and the Republic of Ghana represented by Millennium Development Authority (MiDA) to improve the power sector.
- Total Program Funds: US\$ 535.6M to be disbursed in two (2) tranches
 - **Tranche I Funding** – To be disbursed upon Entry into Force (EIF)
 - **Tranche II Funding –** To be disbursed within two (2) years of EIF when certain conditions precedent are met.
- Compact Duration: Five (5) years from Entry into Force (EIF)
- EIF effected on 6 September 2016; Compact Closure date - 5 September 2021

COMPACT PROJECTS & ACTIVITIES

**ECG
Financial &
Operational
Turnaround**

Private Sector
Participation

Modernizing
Utility
Operations

Commercial
Loss Reduction

Technical Loss
Reduction

Outage
Reduction

**NEDCo
Financial &
Operational
Turnaround**

Tamale Service
Area
Improvement

Irrigation
Scheme
Connection

**Regulatory
Strengthening
& Capacity
Building**

Sector
Performance
Monitoring
Capacity
Building

Tariff Review
& Regulation

Access

Infrastructure
Upgrades

Social
Inclusiveness
& Improved
Partnerships

**Power
Generation
Sector
Improvement**

Operationalize
"Gas to
Power" Value
Chain

Facilitate
Liquefied
Natural Gas
Development

Strengthen
Sector
Planning &
Independent
Power
Producers
Framework

**Energy
Efficiency &
Demand Side
Management**

Development
and
Enforcement of
Standards and
Labels

Improved Energy
Auditing

Education &
Public
Information

Demand Side
Infrastructure

PROJECT LOCATIONS

The main activities will be implemented in the following ECG Regions:

- **Electricity Company of Ghana - Accra East Region**
- **Electricity Company of Ghana - Accra West Region**
- **The Access Projects in Accra East and West Regions will be at the following:**
 - **Markets - (Dansoman, Makola, Agbogbloshie, Madina)**
 - **Economic Enclaves - Abossey Okai Spare parts enclave, Accra Timber Market**

PROJECT LOCATIONS - NEDCO

Activities in the NEDCO Area will be implemented in the following:

- **Northern Electricity Distribution Company- Tamale Service Area**
- **Northern Electricity Distribution Company - AgDevCo service connection from Kintampo to Babator**

The Access projects in the NEDCO Regions will be at the following:

- **Market - Tamale Central Market**
- **Economic Enclave - Tamale Timber Market**

PROJECT ACTIVITIES LIKELY TO TRIGGER INVOLUNTARY RESETTLEMENT

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EFOT
LV Network
Bifurcation
Primary Substations
Bulk Supply Point

NFOT
LV Network Bifurcation
3 Primary substation
Upgrade of OH lines and
UG cables

ACCESS PROJECT
High Voltage
Distribution works
Public lighting in
selected markets and
Economic Enclaves

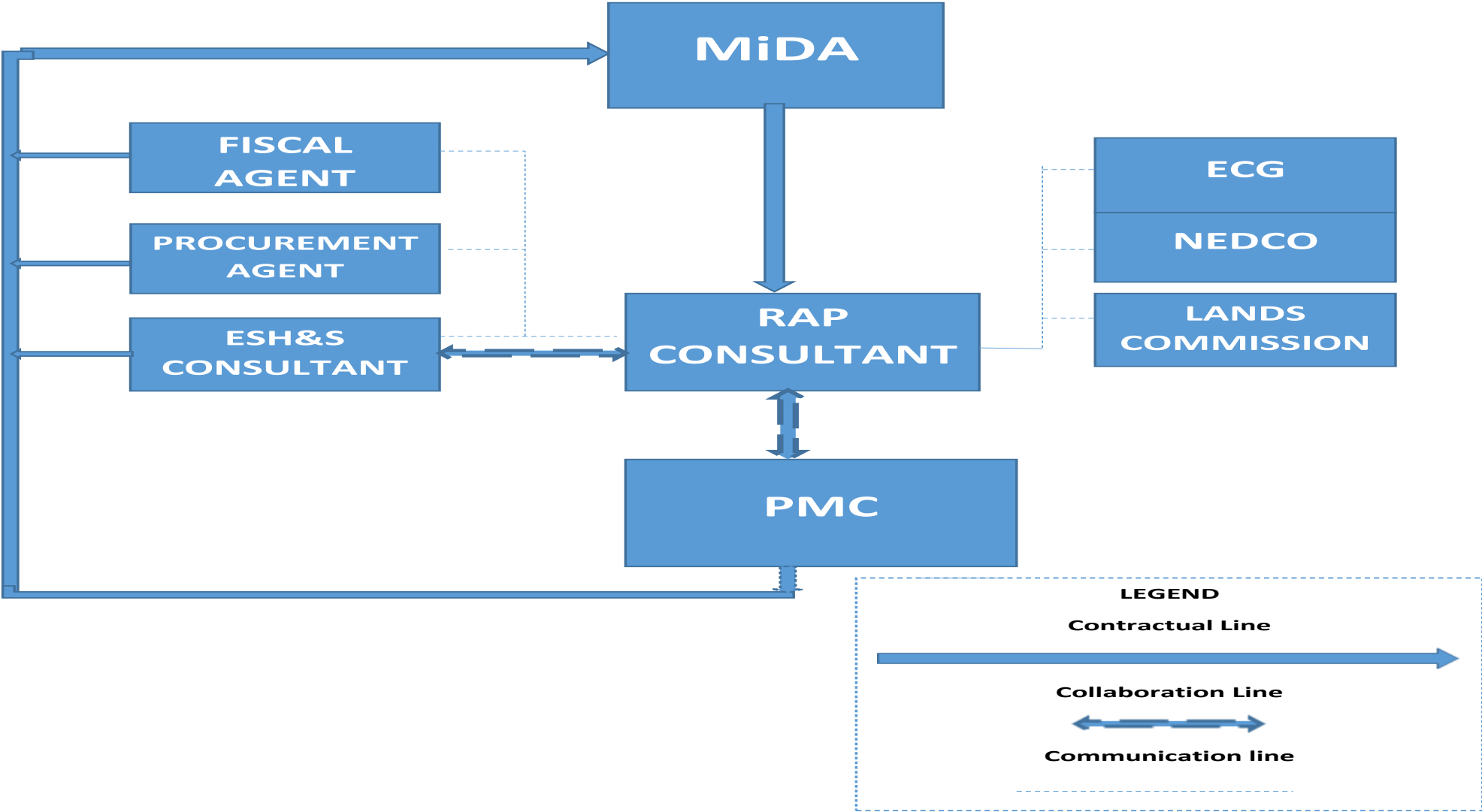
LIKELY CATEGORIES OF PAPS

Categories of PAPs	Type of Impact
Temporarily impacted	Shops – temporary closure
	Temporary structures - temporal relocation
	Suspension of displayed of wares on tables and in small display units
Permanently impacted	Landlords whose lands are acquired for construction of Bulk Supply Point, Primary substations and other ground mounted installations
	Permanent relocation of market stall

INSTITUTIONAL ARRANGEMENTS

- **Organogram of Resettlement activity**
- **Relationship Between Project Management Consultant (PMC) & RAP Consultant**
- **Relationship Between MiDA Environmental & Social Performance (ESP) Directorate & RAP Consultant**
- **Relationship Between Environmental Social Health & Safety (ESH&S) Consultant & RAP Consultant**

INSTITUTIONAL ARRANGEMENTS



RELATIONSHIP BETWEEN PMC & RAP CONSULTANT

COLLABORATION WITH PMC DURING ENTIRE PROJECT SPAN

COLLABORATE DURING DESIGN TO MINIMIZE RESETTLEMENT IMPACT

COLLABORATE WITH PMC AND MIDA TO DEVELOP COMMUNICATION PROTOCOLS

KEEP PMC INFORMED ABOUT VIOLATIONS DURING CONSTRUCTION

SPECIFIC TASKS OF RAP CONSULTANTS

INTERACTION WITH MIDA ESP

IN COLLABORATION WITH MIDA AND PMC DEVELOP PROTOCOLS TO GUIDE INTERACTION

KEEP CONTINUOUS CONSULTATION WITH MIDA ESP THROUGHOUT PROJECT SPAN

KEEP A REGULAR REPORTING SCHEDULE

SPECIFIC TASKS FOR RAP CONSULTANTS

INTERACTION WITH ENVIRONMENTAL SOCIAL
HEALTH & SAFETY CONSULTANT

IN COLLABORATION WITH ESH&S CONSULTANT
PREPARE PROTOCOLS FOR INTERACTION

REGULAR CONSULTATION

REGULAR COLLABORATION TO MINIMIZE RESETTLEMENT
& HEALTH AND SAFETY IMPACTS

Scope of Services

- **Consultancy Objectives**
- **Legal and Regulatory Framework**
- **Broad Scope of Services**
- **Specific Tasks**
- **Illustrative Assignment**

CONSULTANCY OBJECTIVE

The RAP Consultants are to carry out the necessary planning and preparatory work in advance of and during construction.

The purpose of the RAPs and LRPs are to ensure that population displacement and disruption of livelihoods, whether temporary or permanent, are avoided or mitigated to the extent possible.

LEGAL & REGULATORY FRAMEWORK

- **1992 Constitution of Ghana**
- **State lands Act of 1962 (Act 125) as amended**
- **Lands (Statutory Wayleaves) Act of 1963 (Act 186)**
- **Ghana Land Policy of 1999**
- **International Finance Corporation (IFC) Performance Standard (PS) 5; on Land Acquisition and Involuntary Resettlement**
- **MCC Resettlement Guidelines**

DOCUMENTS AND REPORTS

Existing documents are:

- **The MiDA; Resettlement Policy Framework that can be found on our Website:**
www.mida.gov.gh
- **The NEDCO; Resettlement Policy Framework**
- **International Finance Cooperation (IFC) Performance Standards on Environment and Social Sustainability (particularly Performance Standard 5)**

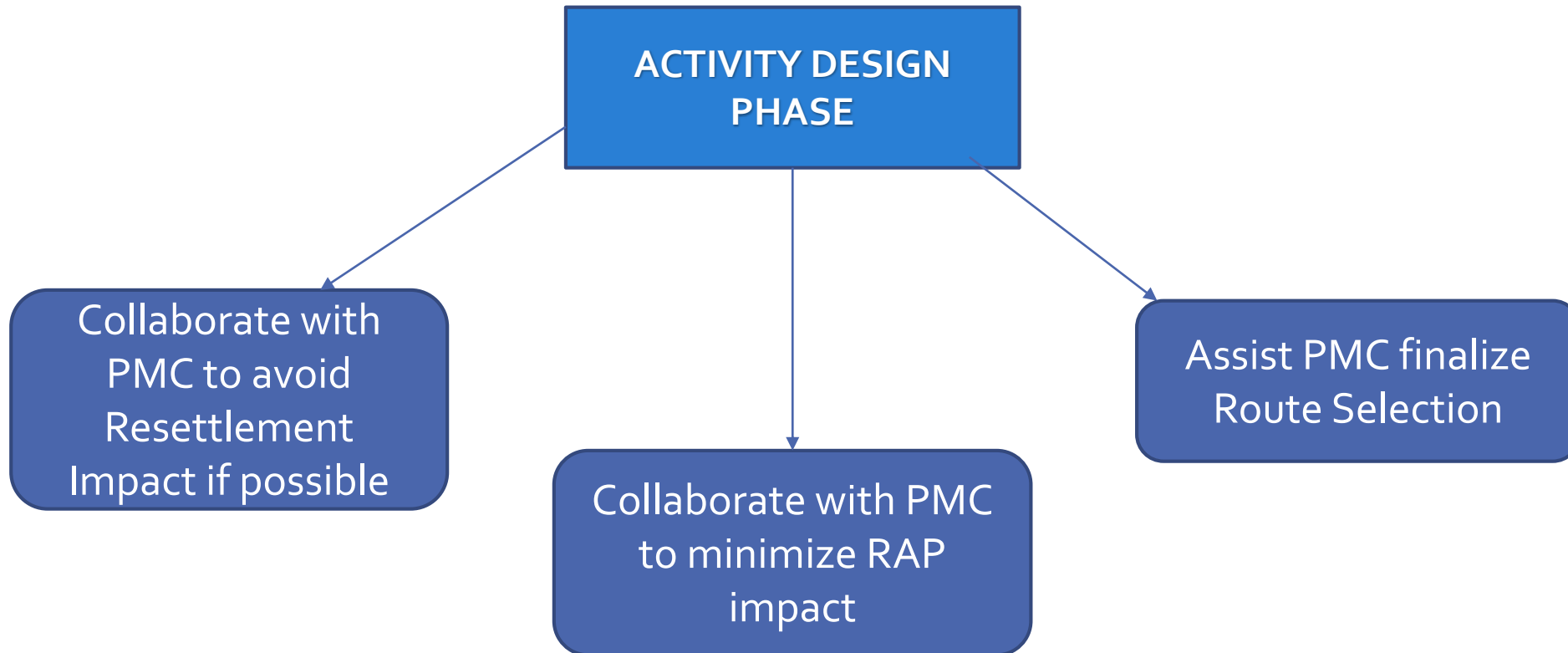
BROAD SCOPE OF SERVICES FOR CONSULTANTS

- **Attend Kickoff Meeting**
- **Respond to Request for Task Order Proposals (RFTOP)**
- **Work with PMC to minimize Involuntary Resettlement Impact on project Activity sites**
- **Develop Resettlement Action Plans (RAP) and or Livelihood Restoration Plans (LRP) and report monthly**

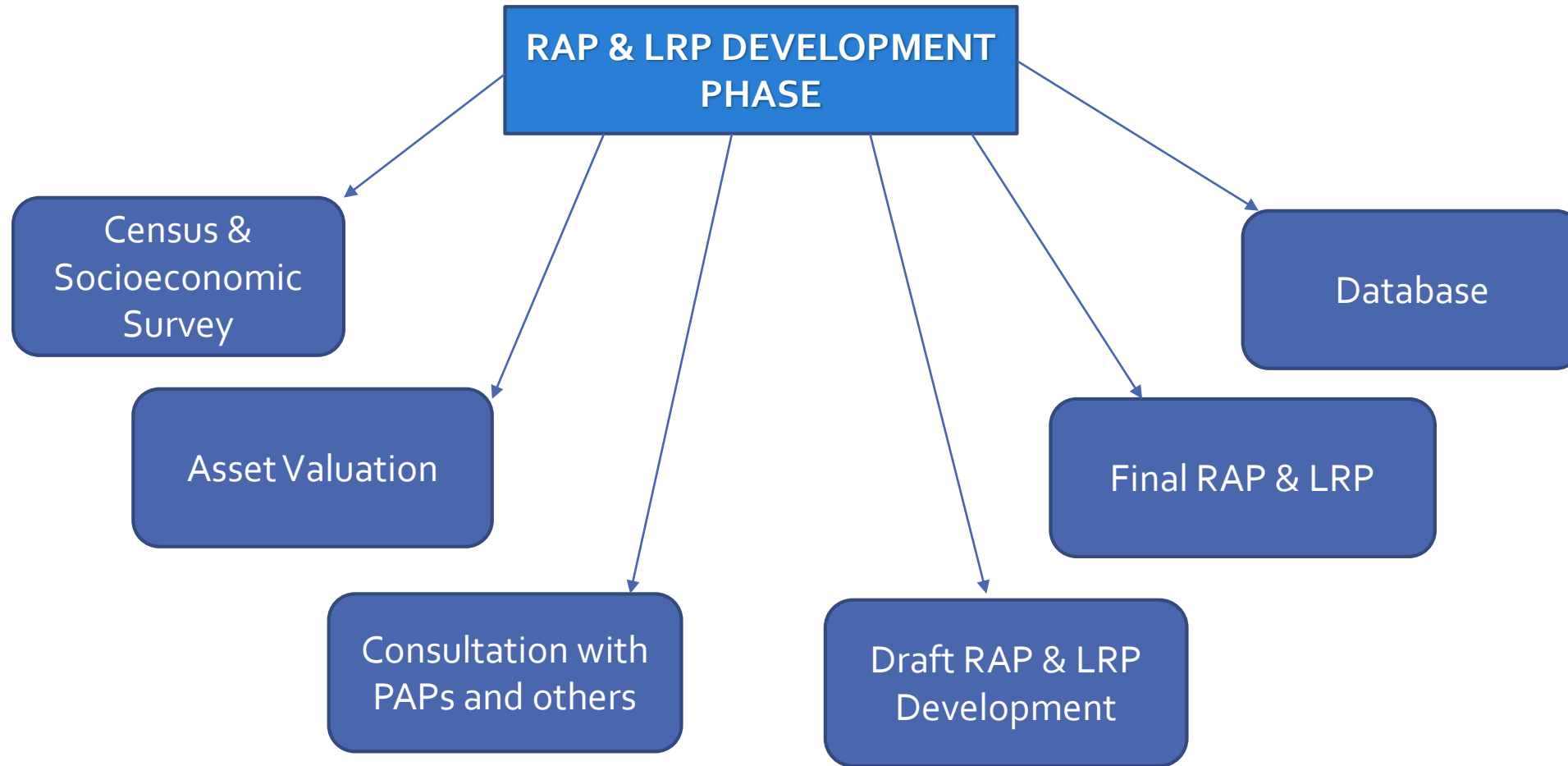
BROAD SCOPE OF SERVICES FOR CONSULTANTS

- **Develop and manage database of census, asset valuation, grievance redress information**
- **Engage with communities in work corridors to ease Works Contractors operations**
- **Monitor project corridors and work with Contractors to minimize possible impacts on properties and livelihood of persons in the corridor**
- **Communicate Grievance redress and manage the process**

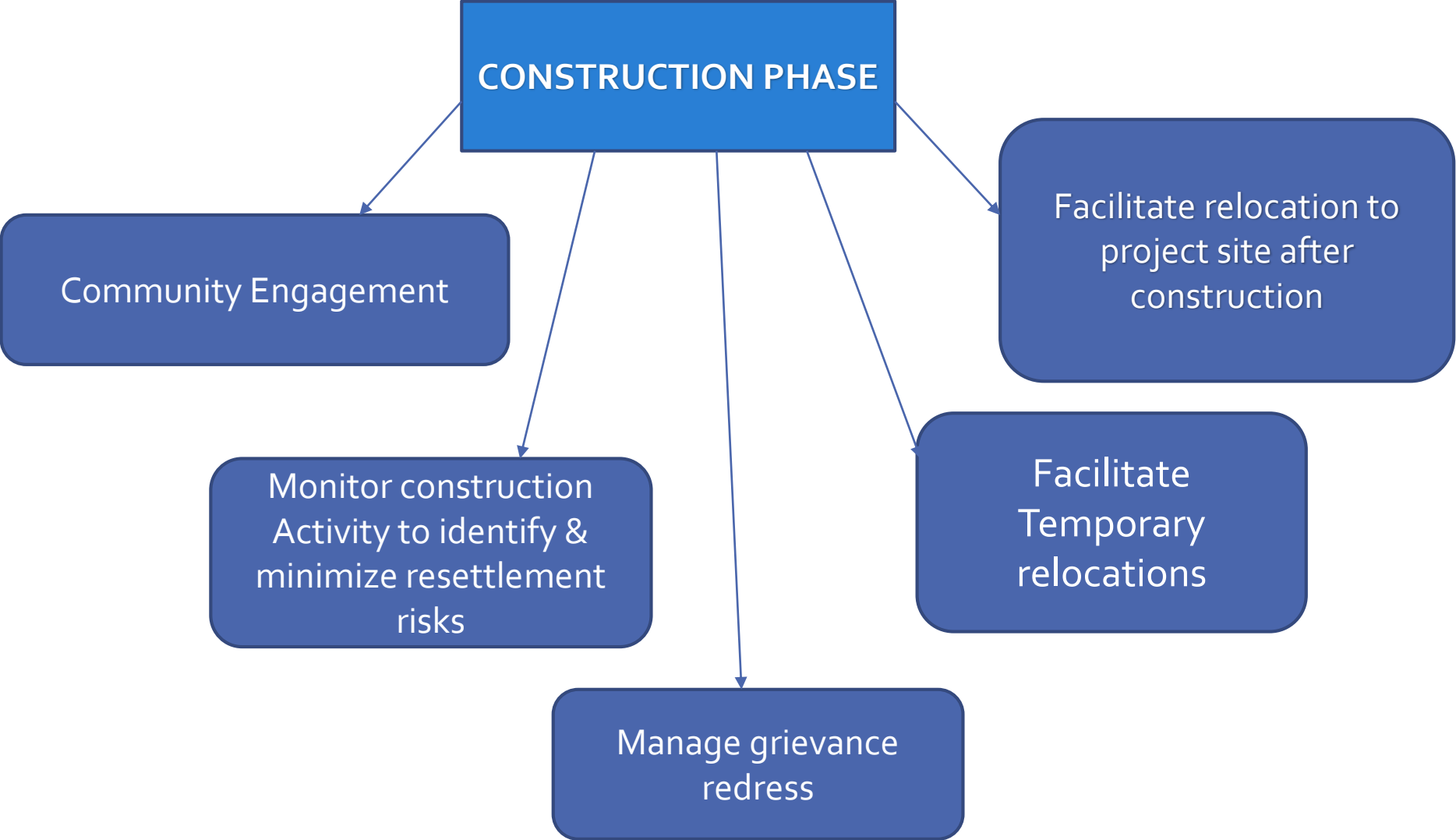
SPECIFIC TASKS OF RAP CONSULTANTS



SPECIFIC TASKS OF RAP CONSULTANTS



SPECIFIC TASKS OF RAP CONSULTANTS



ILLUSTRATIVE ASSIGNMENT

Rationale

Designs are not ready , this illustrative assignment is therefore a hypothetical RAP assignment that will help us assess your ability to work as a RAP consultant.

RAP Consultants are therefore expected to demonstrate their ability to effectively plan and execute the assignment given using the appropriate methodologies, staff, work schedules and resources required to achieve optimum results in a timely manner.

RAP Consultants must to respond to Illustrative assignment as they would a real Task Order

EVALUATION CRITERIA

The Proposal for the RAP Consultant shall be evaluated for the following:

- Organizational capability, capacity and experience**
- Approach, methodology and work plan for performing illustrative assignment**
- Qualification and experience of Key Personnel**
- The RAP consultants shall submit CVs for identified key personnel**
- Provide brief Biodata, including educational qualifications and work experience for the Non-key personnel**

END OF PRESENTATION

Thank You



Millennium Development Authority (MiDA)

REQUEST FOR PROPOSALS

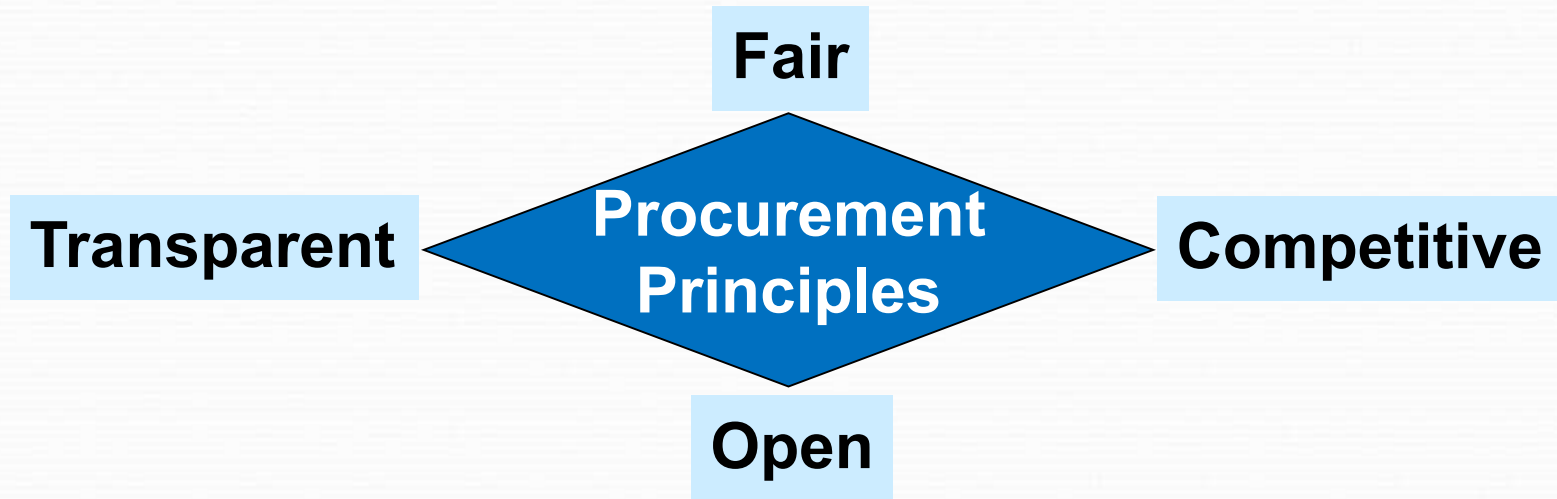
MCC STANDARD BIDDING DOCUMENTS ARE DERIVED FROM IDA/WORLD BANK STANDARD DOCUMENTS BUT ADAPTED TO SUIT MCC.

REMEMBER THIS IS UNTIED AID AND COMPETITION IS OPEN WORLDWIDE.

IMPORTANT FOR INTERESTED BIDDERS TO READ THE RFP CAREFULLY AS MANY OF THE CLAUSES HAVE ONLY BEEN EFFECTIVE FROM MAY 2016.

IF IN DOUBT ON ANY ISSUE(S) ALWAYS ASK FOR CLARIFICATION BY THE ADVERTISED DEADLINE.

MiDA PROCUREMENT PRINCIPLES



- Procurement Agent to ensure integrity of the process
- Open competition wherever possible
- No geographic or national preferences
- Independent and suitably qualified Evaluation Panels
- MCC and MiDA Board of Directors approvals over certain thresholds
- Price Reasonableness Analysis
- Contractor Past Performance Reports
- Reference Checks
- Bid Challenge System (www.mida.gov.gh) and Debriefings

INDEFINITE DELIVERY INDEFINITE QUANTITY IDIQ

- MiDA anticipates awarding approximately four IDIQ Head Contracts in response to this RFP, although that number may be adjusted during the proposal evaluation phase at MiDA's sole discretion, based on the quality and pricing of the offers received, in order to meet program needs.
- The IDIQ Head Contract awards for Resettlement and Community Engagement (RAP) Consultancy Services will be for a term of three (3) years. The Head Contracts will have a zero value.
- Each IDIQ RAP Head Contract holder is assured of and will be given the initial Task Order free of competition as the "consideration" for the IDIQ Head Contract, and thereafter each specific activity will be subject to competition.

INDEFINITE DELIVERY INDEFINITE QUANTITY IDIQ

- The RAP Consultants awarded IDIQ Head Contracts pursuant to the RFP will be expected, on receipt of a Request for Task Order Proposal (“RFTOP”), to submit Technical and Financial Proposals for Task Orders in order to be considered for award of Task Order.
- However, when competition is not feasible or in MiDA’s best interest (such as when only one consultant has available capacity), Task Orders will not be awarded on competition but to an IDIQ Contract holder in good standing.
- When awarded in competition, Task Orders will be awarded under a Quality and Cost Based Selection (“QCBS”) method, or depending on the nature of the assignment, other selection methods such as Quality Based Selection (“QBS”), at MiDA’s discretion.

RFP PART 1 - SECTION I

INSTRUCTIONS TO CONSULTANTS

READ CAREFULLY, AND IN PARTICULAR NOTE

CLAUSE 17

- Clearly mark your outside envelope/package with the name and reference for the assignment – also see Proposal Data Sheet;
- Ensure that the required number of your Technical and Financial Proposals are provided – also see Proposal Data Sheet;
- Ensure that the Technical and Financial Proposals are enveloped separately and also clearly marked with the name and reference for the assignment.

RFP PART 1 - SECTIONS II AND III

Section 2 – The Proposal Data Sheet supersedes the related clauses from the Instructions to Consultants. Please also note that Proposals must be submitted no later than **15:00 hours Ghana time on 29th SEPTEMBER, 2017.**

Section 3 – The Qualification and Evaluation Criteria shows the marks to be awarded for each category and you are required to obtain a total of 80 marks if you are to pass and enable your Financial Proposal to be opened and evaluated.

RFP SECTION III - QUALIFICATION AND EVALUATION CRITERIA

LEGAL STATUS - LETTER OF INCORPORATION WITH TECH-1

FINANCIAL CRITERIA - ACCOUNTS AND CREDIT FACILITIES TO EVIDENCE SUFFICIENT FINANCE TO COMPLETE THE CONTRACT

LITIGATION CRITERIA – FOR CONTRACTS IN LAST 5 YEARS

ORGANIZATIONAL CAPABILITY AND EXPERIENCE OF THE CONSULTANT – EVIDENCE OF SUCCESSFUL EXPERIENCE ON PROGRAM/PROJECT MANAGEMENT CONSULTANCIES

APPROACH, METHODOLOGY, AND WORK PLAN FOR THE ILLUSTRATIVE ASSIGNMENT - RESPOND TO THE REQUIREMENTS OF THE TOR AND THE STATED CRITERIA

KEY PROFESSIONAL PERSONNEL – EDUCATIONAL QUALIFICATIONS, RELATED WORK EXPERIENCE, AND EXPERIENCE IN DEVELOPING COUNTRIES

RFP PART 1 - SECTION IV

Section IV A – The Technical Proposal Forms Consultants will need to respond to each section and to assist the evaluation process if Consultants use separators to divide your responses to each of the **TECH-1 to TECH-11** forms.

DO NOT RESPOND TO TECH FORMS IN PART 3 OF THE RFP

Section IV B – The Financial Proposal Forms Consultants will need to respond to each section and to assist the evaluation process if Consultants use separators to divide your responses to each of the **FIN-1, FIN-2 and FIN-4** forms.

DO NOT RESPOND TO FIN FORMS IN PART 3 OF THE RFP

TECH FORMS

- TECH-1 *Technical Proposal Submission Form*
- TECH-2A *Financial Capacity of the Consultant*
- TECH-2B *Current and Past Proceedings – Litigation etc*
- TECH-3 *Organization of the Consultant*
- TECH-4 *Experience of the Consultant*
- TECH-5A *References of the Consultant*
- TECH-5B *References of MCC-Funded Contracts*
- TECH-6 *Approach, Methodology and Work Plan*
- TECH-7 *Comments and Suggestions on the TOR*
- TECH-8 *Team Composition and Tasks Assigned*
- TECH-9 *Staffing Schedule (all Personnel)*
- TECH-10 *Work and Deliverables Schedule*
- TECH-11 *Curriculum Vitae for Key Personnel*

TECH FORM - PART 1

- **TECH-1** *Use the form and wording of the letter provided and attach Power of Attorney, Letter of Incorporation, Joint Venture or Association Agreements.*
- **TECH-2A** *Attach Audited or Certified Financial Statements for the last 3 years and complete the Balance Sheet information Form.*
- **TECH-2B** *Provide details of all current or past legal proceedings, litigation, arbitration, action claims investigations or disputes over the last five (5) years.*
- **TECH-3** *Provide the background and organization of your firm/entity, your organization chart, and demonstrate your organizational capability and experience.*
- **TECH 4** *Provide information on all relevant assignments your organization has carried out relevant to the TOR – all MCC funded work must be included.*
- **TECH-5A** *At least three (3) references with name, physical address, phone/mobile and email address of referees that can provide substantial input about the type of work performed and confirming the quality of work shown in form TECH-4.*
- **TECH-5B** *References with name, physical address, phone/mobile and email address of referees for all MCC Funded work shown in form TECH-4.*

TECH FORMS - PART 2

- **TECH-6** *Description of your Technical Approach and Methodology, Work Plan, and Organization and Staffing for the assignment – show an understanding of the assignment, what you will do and how you will do it.*

Response to the Illustrative Assignment – *Ensure the response to the general TOR, and the response to the Illustrative Assignment, are clearly separated.*

- **TECH-7** *Present and justify any modifications or improvements to the TOR you are proposing to improve performance in carrying out the assignment.*
- **TECH-8 ILLUSTRATIVE ASSIGNMENT** - *List the name, organization, and area of expertise for the Key Personnel proposed as well as the position [for the Illustrative Assignment] and tasks to be assigned for each person.*
- **TECH-9 ILLUSTRATIVE ASSIGNMENT** - *Provide the home and field staffing inputs for all Key and Non-Key Personnel (Support Staff).*
- **TECH-10 ILLUSTRATIVE ASSIGNMENT** - *Provide a list of all the main activities, deliverables and other milestones for the assignment.*
- **TECH-11** *Please ensure you follow the format of the CV provided. With regards the educational qualifications of personnel you must clearly indicate the year(s) of academic qualification. Also ensure that the number of years of experience for personnel is clearly detailed on the CV.*

FIN FORMS

- **FIN-1** *Financial Proposal Submission Form*
- **FIN-2** *Price Summary*
- **FIN-3** *Reserved*
- **FIN-4** *Breakdown of Price by Remuneration*

FIN FORMS

- **FIN-1** *Use the form and wording of the letter provided and insert the relevant date and amount(s) in words and figures.*
- **FIN-2** *Insert the total fully loaded price in the relevant currency (US Dollars, or Ghanaian Cedi, or a combination of both) for BOTH ECG area and NEDCo area.*

When filling Form FIN-2 above, where applicable, Consultants shall assume a **home/field** combination of **20:80** respectively.

- **FIN-3** *Reserved*
- **FIN-4** *Complete the Breakdown of Price by Remuneration giving home and field rates for all of the Key and Non-Key Personnel for BOTH ECG area and NEDCo area.*

FORM FIN-2 ECG AREA

Item	ECG AREA	Estimated Level of Effort (Months)	Fully loaded monthly rate per individual	Total Fully-Loaded Price	
				US\$	Ghanaian Cedi (GHS)
Fully-Loaded Rates for each of the following labour categories (expressed as monthly rates):					
IDIQ/Project Manager		80			
Senior Resettlement Specialist (Team Lead)		8			
Resettlement Specialist		28			
Community Engagement and Public Outreach Specialist		80			
Asset Valuation Expert		5			
Field Team Lead		73			
Gender and Social Specialist		4			
GIS Manager		2			
Database Manager		9			
Data Collection and Entry Staff		161			
Field Staff		754			
ECG AREA SUBTOTAL					
-					

FORM FIN-2 NEDCo AREA

Item	NEDCo AREA	Estimated Level of Effort (Months)	Fully loaded monthly rate per individual	Total Fully-Loaded Monthly Rates	
				US\$	Ghanaian Cedi (GHS)
Fully-Loaded Rates for each of the following labour categories (expressed as monthly rates):					
	IDIQ/Project Manager	15			
	Senior Resettlement Specialist (Team Lead)	6			
	Resettlement Specialist	11			
	Community Engagement and Public Outreach Specialist	15			
	Asset Valuation Expert	8			
	Field Team Lead	13			
	Gender and Social Specialist	1			
	GIS Manager	3			
	Database Manager	11			
	Data Collection and Entry Staff	68			
	Field Staff	13			
		NEDCo AREA SUBTOTAL			
		GRAND TOTAL (ECG AREA SUBTOTAL+NEDCo AREA SUBTOTAL)			

RFP PART 1 - SECTION V

Terms of Reference – Consultants should read these carefully as it provides, among others, details of:

- the scope of work required under this assignment,
- the level of effort, and
- the Key and any Non-Key Personnel requirements.

APPENDIX TO TERMS OF REFERENCE ILLUSTRATIVE ASSIGNMENT

Please refer to the Proposal Data Sheet (ITC 1.1 (a) 2, and the Qualification and Evaluation Criteria in Section 3 of the RFP.

Description of Approach, Methodology and Work Plan for Performing the Illustrative Assignment shall be described by Consultant in Forms TECH-6, TECH-8, TECH-9, and TECH-10.

The Illustrative Assignment is designed to enable all interested Consultants to:

- a) Evidence that they have the requisite experience and ability to respond to a Request for Task order Proposals; and
- b) Show creativity and thinking outside the box with respect to the assignment, team composition and tasks assigned, staffing, work and deliverables schedule.

PART 2 – CONTRACT AGREEMENT

This is the new form of Contract Agreement that you will be required to sign so please read the terms and conditions carefully.

If you are in any doubt about any of the terms of Contract it is advisable to ask for clarification at this stage.

Note: The General Conditions of Contract and MCC Additional Provisions will not be changed.

ANNEX H – FORM OF TASK ORDER

This is the form of Task Order (TO) that you will be required to sign should you win one of the mini-competitions so please read the terms and conditions carefully.

If you are in any doubt about any of the terms in the Task Order it is advisable to ask for clarification at this stage.

NOTE: THE FIRST TASK ORDER WILL BE ISSUED FOR YOU TO ATTEND THE KICK-OFF MEETING WITH MiDA AND THIS WILL BE THE CONSIDERATION FOR THE HEAD CONTRACT YOU SIGN.

PART 3 – FORM OF REQUEST FOR TASK ORDER PROPOSAL

This is the form of Request for Task Order (RFTOP) that will be issued to all IDIQ Consultants with a Head Contract for each of the RAP “packages” you will be competing for. Please read the terms and conditions carefully.

If you are in any doubt about any of the terms in the Request for Task Order Proposals it is advisable to ask for clarification at this stage.

DO NOT COMPLETE FORMS IN PART 3 NOW

CLARIFICATION QUESTIONS AND RESPONSES

CLARIFICATION QUESTIONS MUST BE SENT BY E-MAIL NO LATER THAN CLOSE OF BUSINESS ON **1st SEPTEMBER, 2017** TO:

paghana@charleskendall.com

and copy to

procurement@mida.gov.gh

YOU MUST USE THESE ADDRESSES TO SOLICIT A WRITTEN RESPONSE TO YOUR QUESTIONS INCLUDING THOSE RAISED AT THIS MEETING.

RESPONSES TO ALL QUESTIONS WILL BE ISSUED ALONG WITH THE MINUTES OF THE PRE-PROPOSAL MEETING NO LATER THAN **8th SEPTEMBER, 2017**.

SUBMISSIONS

MiDA PROCUREMENT

4TH FLOOR HERITAGE TOWER

SUBMISSION FORM TO BE COMPLETED ON
TENDER BOX.

SUBMISSIONS DUE BY 15:00 HOURS GHANA TIME
ON **29th SEPTEMBER, 2017**. A PUBLIC OPENING
FOLLOWS IMMEDIATELY AFTER.

LATE SUBMISSIONS WILL NOT BE ACCEPTED.

COMMON CHALLENGES

- ❖ Courier packages not clearly marked - label courier packages in accordance with ITC 17 and the Proposal Data Sheet instructions.
- ❖ Clarification questions not asked by due date and time.
- ❖ The cover, or Technical and Financial Proposal, envelopes not correctly marked, or submitted in separately sealed envelopes.
- ❖ Proposal submission form/letter (TECH-1) not signed.
- ❖ Completing RFTOP Forms when you are not required to at this stage.
- ❖ Power of Attorney not provided for the person given authority to sign the Proposal and/or negotiate and/or sign the resulting Contract.
- ❖ JV or Association documents not provided.
- ❖ Financial Information incomplete or not provided.
- ❖ Firms respond to TORs stating they will do **what** the TOR requires but not explaining **how** they will carry out the assignment
- ❖ References not provided for Bidder and/or Key Personnel.
- ❖ Incorrect, or no, email addresses provided for Referees.
- ❖ CV not in correct format and/or not signed.
- ❖ CV to clearly state the years of experience for your Key Personnel.



Thank You.

Any Questions?