

MiDA PROGRAM IMPLEMENTATION UNIT

ADDENDUM 2

Section II. Proposal Data Sheet	
A. General	
ITC Definitions	<p>(i) “Compact” means the Millennium Challenge Compact between the United States of America, acting through the Millennium Challenge Corporation, and the Republic of Ghana, entered into on 5th August 2014 as may be amended from time to time.</p> <p>(ii) “Government” means the Government of Ghana.</p> <p>(iii) “MCA Entity” means Millennium Development Authority, the accountable entity designated by the Government to implement the Compact.</p>
ITC 1.1	The method of selection is the QCBS method.
ITC 1.3	<p>The Name of the assignment is:</p> <p>Re: Program Implementation Unit</p> <p>Ref: 5121100-02/RFP/QCBS/10/18</p>
ITC 1.4	<p>A Pre-Proposal Conference will be held at 10:00 hours (local time in Ghana) on 13th November, 2018 at MiDA Head Office, 4th Floor Heritage Tower, 6th Avenue, Ridge West Accra.</p> <p>Attendance is strongly advised for all prospective Consultants or their representatives but is not mandatory.</p>
ITC 1.5	<p>The MCA Entity will provide the following inputs and facilities:</p> <p>Refer to Section 8 of the Terms of Reference</p>
B. Contents of the RFP	
ITC 8.1	<p>Clarifications may be requested by e-mail [to both e-mail addresses shown below] not later than 16th November, 2018 so that responses can be issued to all Consultants not later than 17:00 hours local time in Ghana on 23rd November 2018.</p> <p>The address for requesting clarifications is:</p> <p style="text-align: center;">MiDA Procurement Agent 3rd Floor Heritage Tower 6th Avenue, Ridge West PMB CT484, Cantonments</p>

	<p style="text-align: center;">Accra, Ghana</p> <p>Email: paghana@charleskendall.com and procurement@mida.gov.gh</p>
C. Preparation of Proposals	
ITC 10.1	MCA Entity shall not pay any costs associated with the preparation and/or submission of the Proposal.
ITC 11.1	The Proposal shall be written in English.
ITC 12.2(b)	Shortlisted Consultants may associate with other shortlisted Consultants. In addition, in earlier submissions to MiDA, the shortlisted Consultants proposed Associations with other Consultant firms and MiDA would welcome any Associations with these or new Consultant firms to enhance the quality of the Proposals and Key Personnel teams included therein.
ITC 12.2(c)	The estimated total number of person-months for Key Professional Personnel required for the assignment by labor category is: Refer to Section 7 in the Terms of Reference.
ITC 12.3 (a)	Information on the Consultant’s financial capacity is required (Form TECH-2A of Section IV A).
ITC 12.3(g)	Training is not a specific component of this assignment.
ITC 12.5	Per diem and in-country travel will be included in the total price in form FIN-2.
ITC 15.1	The currency (ies) of the Bid shall be as follows: United States Dollars (USD) and/or Ghanaian Cedi. The currency (ies) of the payment shall be the same as the currency/ies of the Bid.
ITC 16.1	Proposals must remain valid for 120 days after the deadline for the submission of Proposals specified in PDS ITC 18.1.
D. Submission and Opening of Proposals	
ITC 17.2	A Written Power of Attorney is required. The written confirmation of authorization to sign on behalf of the Bidder shall consist of: <i>A validly executed Power of Attorney or any other authorization in accordance with the Governing Law.</i>
ITC 17.3	A Consultant must submit one (1) original and four (4) copies of both the Technical Proposal and the Financial Proposal in two separate envelopes, in

	the language(s) specified in PDS ITC 11.1. In addition, one copy each of the Technical and the Financial Proposal shall be an electronic copy saved on a CD, DVD or flash drive enclosed with each Proposal [Technical and Financial] . In addition to PDF files, the Consultant must also provide both Technical and Financial Proposals in an MS Word and Excel formats for the ease of review during and beyond the evaluation process; in case of inconsistencies, the PDF versions will govern.
ITC 17.5	The address for the submission of Proposals is: MiDA Procurement Director Millennium Development Authority 4 th Floor, Heritage Tower, 6 th Avenue Ridge West, Accra, Ghana.
ITC 17.7	Ensure the outer label (or carton) of the Proposal includes this statement: “Do NOT open before 15:00 hours on [insert date] . Open ONLY in presence of the official appointed.”
ITC 18.1	Proposals must be submitted no later than 10:00 hours (local time in Ghana), on 10th December, 2018 . The time on the clock in MiDA reception shall be that which governs the closing time.
ITC 20.1	The outer Proposal envelope(s) and the Technical Proposal(s) envelope(s) will be opened publicly in the MiDA 4 th Floor Conference Room immediately after the submission date and time of 10:00 hours (local time in Ghana). The Financial Proposal envelope(s) shall remain sealed.
E. Evaluation of Proposals	
ITC 23.1	The minimum technical score (St) required to pass is eighty (80) points out of 100 possible points. For detailed scoring criteria, see Section III.
ITC 24.6	The Financial Proposal opening shall take place at Millennium Development Authority, 4 th Floor, Heritage Tower, 6 th Avenue, Ridge West, Accra, Ghana, at the date and time specified on the MCA Entity’s website [www.mida.gov.gh].
ITC 24.8	The single currency for price conversions is United States Dollars for the purposes of evaluation. The source of official selling rates for evaluation purposes is the Bank of Ghana. The date of the exchange rate for evaluation purposes is 7 days prior to the deadline for submission of the Proposals.

ITC 24.9	<p>The weight given to the Technical Proposal, T = 85</p> <p>The weight given to the Financial Proposal, F = 15</p>
F. Award of Contract	
ITC 27.1	The expected date for Contract negotiations is within 21 days after the opening of the Financial Proposals and will be held at MiDA in Accra, Ghana.
ITC 29.1	The MCA Entity's Bid Challenge System is provided on the MCA Entity's website www.mida.gov.gh
ITC 31.1	The date for commencement of the Services is twenty one (21) days after the signing of the Contract and the location is Accra, Ghana with visits to be made to Tamale.