



QUESTIONS & ANSWERS

TECHNICAL EVALUATION PANEL

MALAWI MILLENNIUM DEVELOPMENT TRUST



Ref: **MMD 3001**

No.	Questions	Responses
1.	<p>The RFA states:</p> <p><i>The MCA Entity now invites Applications from eligible Individual Consultants to provide the consultant services as Technical Evaluation Panel (TEP) Members to evaluate (i) Procurement Agent and (ii) Fiscal Agent proposals. The MCA Entity reserves the right to award to and contract more than one individual for each Panel. Applicants are welcome to submit Applications for one or both Panels, but no Applicant can be awarded a contract for both procurements/Panels as it is expected that the evaluation process may be partly or fully concurrent.</i></p> <p>Based on the above, are individual consultants expected to submit two separate proposals for each separately if they want to apply for both?</p>	<p>Yes. Applicants who wish to apply for both shall submit a separate application each.</p> <p>As stated in the RFA, it should be noted that while Applicants can apply for both TEPs, they can only be awarded one, as both TEPs are expected to run concurrently.</p>
2.	<p>The TOR (in the RFA) states:</p> <p><i>Under normal circumstances, in the absence of COVID-19, the location of the assignment will be the MCA Entity offices in Lilongwe, Malawi. Given the prevailing COVID-19 pandemic, the TEP may be required to work from their home countries and the evaluations conducted remotely.</i></p> <p>Based on this, should consultants assume work from home so that there are no travel expenses factored in this application?</p>	<p>At this point, the decision has not been finalized whether the evaluation process will take place in-person in Lilongwe, or remotely, online.</p> <p>For availability purposes, consultants should assume that the assignment is likely to be in-person in Malawi.</p> <p>For the purposes of submitting the Financial Offer (Form 4), consultants are only being asked to insert their remuneration rates. Airfare, accommodation and Miscellaneous and Incidental Expenses (M&IE) are agreed upon during contract discussions, which occurs after the evaluation of the Applications would have been completed and awards have been made</p>