



**MINUTES OF PRE-PROPOSAL
CONFERENCE
Malawi Millennium Development
Trust (MMD)
Fiscal Agent Services
Ref: MMD-3003**



5.00pm CAT of 23 August 2022

A. Present (online via Teams)

1. Dye Mawindo, CEO & National Coordinator, MMD
2. Rose Kamoto, Director of Administration and Finance, MMD
3. Thenford Mchenga, Interim Procurement Director, MMD
4. Nataliya Holl, MCC
5. Martin Philogene, MCC
6. Khalil Mounsey, MCC
7. Emmanuel Chiputula, Leggc Business Consultants
8. Michael Nguri, CDC International Consulting
9. Michael Reischmann, GFA Group
10. Victor Chayamba, Deloitte
11. Carolin Wohlgemuth, GFA Group
12. Tatjana Nadjje, GFA Group
13. Abdulrahman Chiwalo, Saab Consulting
14. Parag Shiswawala, DT Global (formerly Cardno)
15. Stella Musyawa, PWC
16. Mark Sullivan, RSM UK
17. Lorraine Mpaluko, Deloitte
18. Emmanuel Chisale, EMJ Advisory
19. Alex Nyaga, PWC
20. David Guthoff, GFA
21. Francis Nzau, PWC
22. Christine Jackson, Interim Procurement Agent (IPA) Team, Crown Agents
23. Pernille Darville, IPA Team, Crown Agents
24. Franklin Ibemessie, IPA Team, Crown Agents

B. Introductions & Remarks

At 5.00 pm CAT after waiting for others to join, the Conference started. The consultants' representatives and the IPA team introduced themselves, after which the MMD CEO opened the conference and welcomed everyone.

C. PROCUREMENT PROCESS Presentation

The IPA Team explained key contents of the RFP, and the procurement process including eligibility of bidders, under what circumstances proposals can be rejected,



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disqualified or deemed non-responsive, the periods and inputs of the consultant under the base and option periods.

D. Questions and Answers

After the presentations, a number of questions were asked and responded to at the conference. It should be noted that some questions had already been submitted before the conference. All were notified that they have till 24 August to send in further questions by email and the IPA will - as provided in the RFP – respond to all questions by 31 August 2022. This response will be provided as a Q&A document and would represent the official responses to all questions posed.

E. Closing

After question time was over, the MMD CEO thanked the representatives for attending and participating in the Pre-Proposal Conference.

The Pre-Proposal Conference came to an end at 5.35pm CAT.

Annexes

1. PROCUREMENT PROCESS Presentation; attached separately.