

IMPLEMENTING SUSTAINABLE LOW AND NON-CHEMICAL DEVELOPMENT IN SMALL ISLAND DEVELOPING STATES (ISLANDS)

PROJECT PREPARATION GRANT PHASE

(The Bahamas, Cuba, Dominica)

CLARIFICATION OF TORS AND QUERIES DOCUMENT (11/05/2020)

Reference Numbers: BCRC#10472 2020 009.2

QUERY 1:

[Waste Management Specialist TOR – Cuba]

- a) In the technical proposal, it requires to include a work plan. If I understand correctly, this is a methodology for the project?
 - The technical proposal should include a work plan which would describe your methodology and approach to completing the required activities.

- b) The experience, qualifications are not described in the CV?
 - The CV would have a more general listing of experiences and qualifications. In the technical proposal, you may briefly describe your experiences and qualifications as it relates to the required scope of work.

- c) Should I request non-financial resources to fulfil the project?
 - Non-financial resources to be assigned should be listed in the technical proposal.

- d) What should I ask for in a financial proposal? Does not include fees.
 - The financial proposal should include professional fees for completing the required activities, in United States Dollars.

- e) My consultant usually offers and the client pays if he agrees. Is it such an offer? Do I include fees or are you going for the project?
 - The financial proposal should include your fees for conducting the work requested. The BCRC-Caribbean will consider the requested fees included in the proposal of the bidder(s) with the most effective technical proposal, and accept the amount requested or enter into negotiations with the consultant(s) if the financial proposal is above the internal budget.

Parties consenting to be served by the Centre:

Antigua & Barbuda Commonwealth of the Bahamas Barbados Belize The Republic of Cuba The Commonwealth of Dominica The Dominican Republic
The Republic of Guyana Jamaica The Federation of Saint Kitts and Nevis Saint Lucia Saint Vincent and the Grenadines Suriname The Republic of Trinidad and Tobago

- f) Only professional assistance in Cuba? If you send me an example I will be able to understand better what I should offer.
- Unfortunately, we do not have an example which could assist you. However, a standard technical and financial proposal template online should suffice.

QUERY 2:

[Waste Management Specialist TOR – The Bahamas and Dominica]

- a) Regarding the Validation Workshop, when is it expected to take place, relative to the specified Inception Workshop?
- The Validation Workshop is expected to take place in early September 2020 (with the Inception Workshop targeted for the end of June 2020). In light of the international guidance surrounding the COVID-19 pandemic, the Inception Workshop will be held as a virtual/remote workshop and the Validation Workshop will more than likely follow suit.
- b) Who are the expected or anticipated participants of the Validation workshop?
- It is expected that the Validation Workshop (like the Inception) will invite key stakeholders from each of the project countries to ensure that the baseline information collected by the consultants is accurate and provide any assistance with information gaps. We will be guided by our national focal points in each country but will essentially include the national focal Ministry, environmental professionals, waste managers, legal personnel, customs/trade, regulatory bodies, bureaus of standards, private sectors stakeholders, pesticides boards etc.
- c) What are the anticipated specific deliverables prior to the workshop?
- Workplan
 - Inception Workshop Presentation
 - Contribution to the Inception Report
 - Monthly Progress Reports to the Project Manager
 - Draft Chemicals and Waste Management Assessment Report (including 3 chapters)
 - Draft Alternative Scenario Text, in collaboration with the team
 - Validation Workshop Presentation
- d) What are the anticipated specific deliverables after the workshop?
- Finalise Assessment Report with any outcomes from the Validation Workshop
 - Draft CEO Endorsement Document with annexes, in collaboration with the team