

## Response to enquiries

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### Call for Expressions of Interest: Action Plan for the implementation of the Kenya National Climate Change Response Strategy (NCCRS)

With reference to the CDKN Call for Expressions of Interest to implement the Kenya National Climate Change Response Strategy (NCCRS), this document provides responses to all questions received before the deadline for enquiries on Friday 8<sup>th</sup> April 2011. No further questions will be answered regarding the Call for Expressions of Interest.

The deadline for receipt of EOIs is 17.00 hours (GMT+1) on Friday 15<sup>th</sup> April 2011.

#### **Questions and responses:**

1. On page 2 of the Selection Document Response form it requests that each organisation/individual and potential subcontractors should complete the Non Disclosure Agreement provided and return it 'as soon as possible' to the CDKN Procurement Team by post. On this basis, is one correct to assume that original signed documents are required (rather than electronic soft copy)? Also, please can a more specific date be provided for when these completed forms need to be received the CDKN Procurement Team please – ie by the submission deadline, 15<sup>th</sup> April 2011, or a later date?

**RESPONSE:** That is correct, original signed documents are required for the NDA. The NDA needs to be signed by the Bidders and returned to CDKN Procurement before 15<sup>th</sup> April 2011. **Please note that submission of an electronic soft copy of the Selection Document is sufficient.**

2. To complete part 2 a of the Selection Document Response form for organisations, is it correct to assume that only the lead organisation of each consortium should complete this section? And, likewise should individuals (consultants) only expressing interest in this opportunity on a singular basis also complete this part 2 b? Leading to the final assumption that any subcontractors, as individuals or organisations should only complete the information required in the Sub Contractor's section of part 1?

**RESPONSE:** That is correct

3. For subcontractors completing their section of the form in part 1, is there any word limit on the description of service(s) to be provided please? Likewise, for part 2 a), 3.1 – 3.3 are there specific word limits required?

**RESPONSE:** There is no word limit for these sections, but they should be concise and to the point.

4. For employees of a lead organisation that are participating in the submission, should they complete the individual identity section and individual information section to demonstrate their inclusion? Likewise, for any employees recruited through subcontractors, should they complete the section for subcontracted individuals – indicating their association with their employer?

**RESPONSE:** No, the individual section should be completed only by individual experts who want to express interest and who are not part of a legal entity.

5. For part 3 the instructions make clear that the responses must be prepared for each subcomponent that interest is held in. However, please can you advise what procedure should be undertaken if a lead company associates with different consortium members to address different subcomponents, ie, should the lead company submit separate sections for part 1 & 2 in each case also, to demonstrate the different consortium members/individuals engaged for each component?

**RESPONSE:** Yes. If you are proposing different partnering arrangements for different subcomponents, please clearly indicate the proposed structure of the team for each of the subcomponents using Parts 1 and 2 of the form to do so.

6. Is the client looking for a single management agency to undertake all components? If not, what mechanisms are anticipated to ensure that the different components (being run by different teams) co-ordinate and that their recommendations are linked and mutually supportive? Who will pay the costs of ensuring this co-ordination takes place?

**RESPONSE:** The proposed Subcomponent 9 on Co-ordination is intended to address exactly this issue. It is essential that there is a strong co-ordinating mechanism which works to provide cohesion across the subcomponents. We welcome your ideas on how this may best be implemented.  
Funding of all 9 subcomponents is yet to be agreed as presented in the Prospectus document (See Section 2.2: Key Considerations).

7. What kind of mitigation activities (beyond REDD+) is the Kenyan government considering - and have any provisional reports been written on this subject which are available for review?

**RESPONSE:** At this early stage of the procurement process we are not able to provide any further information on the specifics of each subcomponent, which are presented as drafted by the Government of Kenya. There will be opportunity for discussion at the next stage.

8. Regarding the development of national "MRV baseline and reference scenarios" - Subcomponent 4 (NAMAs) - Does this refer to a REDD MRV or MRV for other mitigation activities? And if it refers to a REDD MRV how does the client see this sizeable task being conducted within the indicated budget and timeframe?

**RESPONSE:** Subcomponent 4 relates to all potential mitigation actions that the Government may choose to prioritise, however, we anticipate that there may need to be strong linkage made to the wider national and subnational climate change performance and benefit measurement framework to be designed in Subcomponent 6. Further discussions will be had with Government in order to scope the ambition for each of the subcomponents; therefore we welcome your ideas and options on how to deliver each of the subcomponents. Please note that the budget and timeframe for each subcomponent are still subject to discussion.

9. Can we form a general consortium with our company as the lead partner, but bid on the five components we are looking at with different configurations of lead partner, i.e. our company would be lead on some and support on others but would be able to lead the consortium as a whole, and how could this work?

**RESPONSE:** We are open to the option of different configurations for each subcomponent. Please clearly explain your proposed arrangements in the Selection Document you submit.

10. At this stage is there any indication of which subcomponents will commence first, and in what order and when?

**RESPONSE:** This will be a subject of discussion with shortlisted suppliers shortly after EOIs are received. The sequencing of the subcomponents is critical and will be discussed fully with the Government of Kenya. It will be important that one or two subcomponents are initiated sooner than others.

11. At this stage is there any clearer indication of how the total budget will be broken down per subcomponent?

**RESPONSE:** At this stage, no decisions have been taken about costing and funding of each subcomponent. The eventual scope of each subcomponent and associated funding requirements will be agreed in the next steps of the procurement process.

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