

Memorandum of information European tender feasibility studies for Rehabilitation and conservation of large water reservoirs in Burkina Faso

Date: versie 4 December 2020

In this memorandum of information, the contracting authority provides answers to the questions asked and remarks posted in the context of the above-mentioned European tender. This memorandum of information forms an integral part of the tender

Question	Chapter/ Paragraph from the tender document	Question	Answer
1.		we have noticed that it is difficult to combine all competences of the key ESIA expert into a single person. Could it be acceptable if all competences are divided over 2 persons?	The tender requires the key experts to have the competencies listed and the award of points will be based on that There is no reason for us to modify that. As such and with the focus on the delivery of the assignment, please propose your solution related to the tasks expected and justify your approach in your offer.
2.	3.6	In chapter 3.6 several stakeholders are mentioned including: a study office, a Design office, a technical committee and a technical management coordination unit. Their role and tasks are not included in the table introducing the different partners, not do they figure in the organigram. It is therefore difficult for us to assess the project stakeholders and its environment. May we assume the consultant to interfere directly with the monitoring committee, and the monitoring committee being in charge with the coordination between the other mentioned entities including approval of deliverables and?	Study office = design office = consultant Technical management coordination unit= Steering Committee Technical committee= monitoring committee Monitoring committee and consultant interfere directly. With the clarification above please refer to articles 3.6 and 3.7 for communication lines.
3.		It is mentioned that partners will be identified, and framework contracts be signed, that will be part of the monitoring committee. When will these partners be known and on what moment of the project will their role be clearly identified? Additionally, what types of activities and outputs are	It is mentioned that the Monitoring Committee will be composed by staff members from SP/GIRE - AEG – AEN- ANEVE and DGCOOP. The committee will start at the same time as

Question	Chapter/ Paragraph from the tender document	Question	Answer
		foreseen to be contracted in these monitoring committee framework contracts?	the start of the consultant's contract. Please refer to article 3.1 for clarification on the timing and expectations regarding these partners.
4.		We have valued the amount of work in this tender and realize that there is a lot being asked for a stringent budget. Why did you choose this approach, rather than selecting a more limited number of dams in this study?	The agreement with the Burkina Faso Ministry has been to prioritize on these dams. It is estimated that the dams present similar characteristics and there is already existing significant knowledge with the project partners. Additionally we do hope to see efficient proposals that utilize resources in a way that optimizes existing local knowledge and good understanding of field reality.
5.	3.2.4.3	In the ToR we see limited attention paid to the activities to define the future projections of the water use of these lakes. Only the hydrological study chap. 3.2.4.3 refers to future projections to be considered. Can we assume that future projections exist and are available to the consultant upon commencement of the study?	Indeed your assumption is correct. This is mentioned also in the " <i>brief problem description</i> " article 1.2.
6.	3.2.4.3,	In case that these future projections on the water use of these lakes as mentioned in chap 3.2.4.3, do not exist, may we assume the current volume of water to be sufficient, and take that as a point for departure for the definition of works?	Please refer to answer in question 5.
7.		Could you elaborate on the reasons that have resulted in the selection of these 9 lakes to be part of this tender?	Please refer to answer in question 5.
8.		Could you elaborate why these division of targeted water reservoirs is not equally divided between the two water agencies? May we assume that the financial and organisational capacities of the Nakanbé water agency is more elaborated?	The division is based on geographical & current status criteria. We don't endorse the assumption you refer to.
9.		Could you confirm the volume of lake TOECE as mentioned in table 1 is correct, 75.000.000m ³ ? We have reasons to think differently but look forward to see our impression falsified.	This is the capacity given by the water authority.
10.		What are the criteria that you find most important, that must be used to	All aspects examined in the feasibility study

Question	Chapter/ Paragraph from the tender document	Question	Answer
		define the rehabilitation scenario's?	and ESIA need to be considered and the best balance need to be reflected in the scenario chosen.
11.		It seems that around Lac BAM agriculture is not limited to just 100ha, may we propose that in order to get a good impression of the agricultural areas, we apply a less detailed but functional approach to the topographic studies?	Indeed. For the purpose of the proposal this approach can be applied. During the Launch meeting it is expected to investigate which additional studies in terms of topographical and mapping of possible agricultural developments are necessary and which are existing. The further elaboration will be submitted to the steering committee as part of the launch report, subject to approval and re-evaluation of the project parameters.
12.	3.2.4.1	In chapter 3.2.4.1 you write: "The surveys must also extend over the downstream part in the case where the vocation of the existing structure is agricultural and when there is land suitable for development (at most 100 Ha to be raised)." Can we assume that the current irrigated areas per dam site do not exceed 100ha?	Yes, this is a valid assumption for the purpose of the proposal. During the Launch meeting it is expected to investigate which additional studies in terms of topographical and mapping of possible agricultural developments are necessary and which are existing. The further elaboration will be submitted to the steering committee as part of the launch report, subject to approval and re-evaluation of the project parameters.
13.		The documents to be uploaded as part of the tender are specified in the table on page 51 of the tender document. Do these have to be uploaded as one file or are there separate places to upload each of these documents?	As long as the documents are complete any way is acceptable
14.		The proposal and EPSD require a wet signature. In view of current COVID19 situation and in general technical possibilities, can the proposal documents also be signed using a PKI digital signature?	Yes under this circumstances
15.		1. "Core competency 1 requires project references for the full design process from feasibility to detailed design. 2. - involvement with the full design process from feasibility study to detailed design does not occur very often. Is it possible to provide	The core competence 1 requires references on full feasibility studies. Therefore submission of references will be evaluated from this point of view. The components included will be taken

Question	Chapter/ Paragraph from the tender document	Question	Answer
		project references for feasibility studies and detailed design projects where a total of 4 references will be provided for each of these? 3. - some projects are contracted as design & construction and therefore only need a reference or concept design and not a detailed design. Can we also provide project references where not a detailed design is provided but a tender reference design?"	into consideration. A concept design can be considered acceptable as well.
16.		How do you evaluate the experts. Can you specify the evaluation criteria?	The key experts are evaluated according to the experience criteria for each profile listed in article 5.2. The points of additional experts are dropped and it will be evaluated as part of the proposed approach. The allocation of points is done according the rating scale of article 5.4.
17.		In the table experts the fourth column is called 'expert months'. Do you mean points here?	Indeed this is a mistake
18.		blank	
19.		Deliverable 22: FIDIC is mentioned as standard to tender the works. Since the FIDIC book type determines the level of detail of the detailed design, could you indicate the type of contract the works will be tendered	Based on the level of detail of the deliverables of the assignment we assume that a tender for a Red Book contract should be prepared.
20.		Duration of the project is 24 months, however when the duration of the phases are summed the total amounts 22 months. Please revise.	The calculation of 24 months is correct. Please take into consideration the public consultation requirements of Burkina Faso.
21.		Regarding the support of AEG and AEN partners, could you give an indication of the budget or time allocation for supporting the consultant?	This will be defined at the scoping meeting and documented in the launch report according to article 3.1. This will allow the consultant to define accurately the need for support on the basis of the existing situation and up-to-date information. However we can safely assume that this

Question	Chapter/ Paragraph from the tender document	Question	Answer
			project is of great importance to Burkina Faso and the allocation of resources will not be an issue.
22.		Can you give a more detailed explanation about the expected experience of the key experts?	As the listed criteria mention for us it is important to have experience in similar projects, the experience in the sub-region, and potentially multidisciplinary capacities.
23.		What detail of a desk study is expected? Is the information available at the start of the project?	The desk study is expected to give the consultant a good basis for the elaboration of the studies. The detail is to be defined from the consultant based on the needs of the studies; the important element of the desk study is to utilize and incorporate existing available information into the consultants' approach. Indeed the information will be available at the start of the project.
24.		Who will be involved in the evaluation committee evaluating the offers?	Names cannot be disclosed. The evaluation committee is comprised from several experts with different general/technical profiles.
25.		The Annex title indicates 'Appendix 4' and not Annex 2. Is this correct?	We don't know what you mean. Appendix 2 is prices /rates and appendix 4 is ARVODI
26.		In case of submission of a proposal together with sub contractors for which the principal contractor relies on the capacity of the sub contractors, then the sub contractor in question must also complete and legally sign Part II C of the 'European Single Procurement Document'. No such Section is found in the indicated document. Could you please clarify which section is referred to?	The English version is Incomplete. We will include a version in Dutch you can use.
27.		What are the role and responsibilities of the Study Steering Committee? What responsibilities do they have to steer and direct the project and what activities are involved for the consultant with the Study Steering Committee?	Please refer to article 3.6. The Steering Committee is the highest governance body of the project and is responsible for assuring the good direction of the project within the scope,

Question	Chapter/ Paragraph from the tender document	Question	Answer
			the allocation of resources and approval of deliverables.
28.		In Section 5.1 a maximum of 100 points is indicated but based on Sections 5.2 and 5.3 a maximum of 120 points is calculated. Could you indicate the correct maximum points that can be obtained?	100 points it is. The 20 points mentioned in the Section about additional experts are dropped The section about the additional experts will not be measured by points.
29.		With regards to demonstration of command of spoken and written French by non-native French speaking key experts, can it only be demonstrated with the indicated systems. Does the proof already have to be included as part of the proposal to be submitted or is it possible to provide this on request of the Tendering Authority?	No need to be submitted with the proposal. It might be requested though if the proposal is awarded the contract according to article 5.6.4.
30.		Could you please revise the organigram as it is not in agreement with the preceeding text. It shows that the Consultant only has relations with RVO and the Monitoring Committee and that these relations are one-way.	For the purpose of the proposal please consider in the organigram the consultant to be supervised by with the Monitoring committee and RVO. The consultant will have to establish relevant working relations with all the indicated structures.
31.	3.6	The text refers to paragraph 6.11 but the Tender Document does not contain a Section with this number. Could you provide the correct reference and/or provide the correct text?	The correct reference is article 3.7
32.	3.6	The text mentions three organisations but then only specifies the Monitoring Committee and maybe ANEVE. Could you specify which three organisations are meant?	We refer to the Steering and Monitoring Committee as part of the project structure and AVENE in relation to the ESIA.
33.		What is the anticipated intensity of involvement of the Local Water Committees (CLEs)?	The Local Water Committees are involved in the project in order to facilitate the work of consultant, provide the available local information & contribute to the smooth running of the studies.
34.	3.5	From Section 3.5 it is understood that the Local Water Committees will be involved with the Monitoring Committee. What is their level of organisation and what will be their role and responsibilities in the project?	Please refer to answer on question 33.
35.	3.5-3.7	What are the role and responsibilities of the Steering Committee? What responsibilities do they have to steer and direct the project and what	Please refer to answer on question 27

Question	Chapter/ Paragraph from the tender document	Question	Answer
		activities are involved for the consultant with the Steering Committee?	
36.	3.1	What does the abbreviation 'SoNo' stand for? What does SoNo involve?	Statement of No Objection. A SoNO is a statement that the contractor agrees with the submitted deliverable ,
37.	2.4	The Nakanbé Water Agency is sub divided in seven regions. Are these each represented by one Local Water Committee (CLE)?	Yes, currently there are 20 Local Water Committees set up (CLE)in the 7 regions and 20 CLE's in creation
38.		In general references in the tender document are incorrect. Could you revise the references and correct them if necessary?	Article 4.1.1: "article 5.2" instead of "paragraph 6.2" as implied by the title of article.
39.		Reference is made to Annex 7 for background information but the enclosed Annex 7 is for provision of the project references. Could you indicate and/or provide the correct Annex?	The correct Annex is the Annex 6
40.		There are hundreds of dams in Burkina Faso. Why have these nine dams been selected for this study?	Please refer to article 1.2 Brief problem description. Those 9 dams have been selected by the Water authorities since they are considered strategic to the their contribution to socio-economical development of the country.
41.	5.2	What are the role and responsibilities of the Study Steering Committee? What responsibilities do they have to steer and direct the project and what activities are involved for the consultant with the Study Steering Committee?	Please refer to answer on question 27
42.		In the ToR it is identified a as major risk that all relevant stakeholders accept the preferred variants. During the mentioned project implementation period, the monitoring committee is the facilitator for the consultant. May we assume that the role of the Monitoring committee includes the organisation and funding of the SteeCo's as well as any stakeholder meetings or workshops that contribute to the participatory decision making?	The SteeCo is the governance body that assures the availability and allocation of resources. As such, you can indeed assume that the monitoring Committee will manage the meetings and workshops in this regard.