



ADDENDUM NO. 2

Request for Proposals for Study on Adaptation Priorities in the Caribbean

The Request for Proposals (RFP) is modified as set forth in this Addendum. The original RFP Documents remains in full force and effect, except as modified by this Addendum, which is hereby made part of the RFP. Respondents shall take this Addendum into consideration when preparing and submitting their Proposal.

1.0 Responses to requests for Clarification

No	Clarification requested	Response
1	<p>The footnote on page 6 of the TOR states that ‘Forecasts for sea-level rise and changes in precipitation and other relevant environmental and socio-economic indicators are to be based on existing sources. Detail of the forecasts are to be agreed upon between GCF Secretariat and the consultant firm before commencement of the study; a minimum of two future periods are to be covered in the study’</p> <p>For the Financial Proposal can the Consultant purchase information and data (Temperature, Rainfall, Evaporation and PDSI drought Index) from CIMH, Barbados and future climate scenarios data (Temperature, Rainfall, Evaporation) from INSMET, Cuba, if these information and data are not made freely available?</p>	<p>Yes. The Consultant should include in its bid all costs related to procurement of data.</p>
2	<p>We refer to Section 3.1. of the above-mention Request for Proposals, and hereby request the following clarifications concerning the solicitation documents:</p> <p>The Terms of Reference indicate that the study will be on " investment options and other considerations for governments, utilities, and other entities throughout the Caribbean region" The Caribbean region comprises both island and coastal nations, some of which are independent countries whilst others are overseas territories of the United Kingdom, France, Holland, and United States of America, many of the latter having been severely impacted during the 2017 Hurricane season. Can it be confirmed that the study is to cover both island and coastal nations, and also independent countries in the Caribbean region in addition to overseas Territories of the United Kingdom, France, Holland, and United States of America.</p>	<p>The study refers to island nations in the Caribbean, so only independent island nations are included. More specifically, only developing country Parties to the UNFCCC are included. The list of developing country Parties to the UNFCCC can be examined here: http://unfccc.int/parties_and_observers/parties/non_annex_i/items/2833.php.</p> <p>See also question 1.1 in Addendum 1.</p>



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No	Clarification requested	Response
3	<p>Dependant upon the response to question 2 above, English is not the primary language of many of the nations in the Caribbean region. The Terms of Reference indicate that the study will be undertaken in the English language. Will the vendor be expected to field a team of experts that is proficient in all the other main languages of the region (i.e. English, Spanish, French, Dutch) in order to conduct the necessary in-country consultations?</p>	<p>The Consultant has to ensure that all in-country consultations it proposes can be conducted professionally and efficiently.</p>
4	<p>The Terms of Reference (TORs) indicate that study will cover "investment options and other considerations for governments, utilities, and other entities throughout the Caribbean region". The TORs also indicate that the focus of the study will be on "critical infrastructure of public utilities (water, power, telecommunications)". It is noted that Waste Management Authorities, Port Authorities and Marinas in the Caribbean Region - which are largely quasi public or private sector entities - were seriously impacted during the 2017 Hurricane Season. Also sewage and waste water facilities were impacted. Can it be confirmed that these other entities are not to be included in the study.</p>	<p>Only those public utilities explicitly mentioned in the Terms of Reference are included in this study.</p>
5	<p>How is the financial proposal going to be evaluated?</p>	<p>The Evaluation Process will be as follows:-</p> <p>A reviewing committee shall be established to evaluate each technical proposal. The technical proposal is evaluated individually on the basis of its responsiveness to the technical requirements and will be assessed and scored according to the evaluation criteria set out in the RFP. Technical proposals that score at least 75 points out of 100 will be considered as qualified for the review of financial proposal. Any proposal less than that will be disqualified from proceeding to the next step and its financial proposal shall be returned unopened following the award of the contract.</p> <p>The financial proposal of all proposers which have attained the minimum score in the technical evaluation will be evaluated subsequently. The lowest evaluated Financial Proposal (Fm) is given the maximum financial score (Sf) of 100. The formula for determining the financial scores (Sf) of all other Proposals is calculated as following:</p> <p>Sf = 100 x Fm/ F, in which "Sf" is the financial score, "Fm" is the lowest price, and "F" is the price of the proposal under consideration.</p>

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		<p>Consolidated evaluation The weights given to the Technical (T) and Financial (P) Proposals are:</p> <p>T = 0.70, and P = 0.30</p> <p>Proposals will be ranked according to their combined technical (St) and financial (Sf) scores using the weights (T = the weight given to the Technical Proposal; P = the weight given to the Financial Proposal; T + P = 1) as following:</p> <p>$S = St \times T\% + Sf \times P\%$.</p> <p>The firm achieving the highest combined technical and financial score will be invited for contract negotiations.</p>
6	Which countries are included in the study? Is there a minimum number of countries or specific countries that must be included?	See question 2 above and 1.1 in Addendum 1.
7	Does the proposal need to consider budget to travel to the dialogue meeting where the results will be presented? If so, where is the preliminary location?	Yes. The Structured Dialogue will take place in the Caribbean region. Tentatively, either Grenada or Haiti will be the location, subject to a final decision to be made.
8	Are telephone interviews accepted or in-person interviews required?	The Consultant is free to propose any effective means of stakeholder consultation.
9	Please can you clarify which countries/ territories should be included in this study?	See question 2 above and 1.1 in Addendum 1.
10	Please can you confirm which public utilities should be included in this study? So far, we understand the scope to include water supply; power generation, transmission and distribution; and telecommunications. Should other utilities, e.g. sewage treatment, be included?	Only those public utilities that are explicitly listed in the Terms of Reference are to be included.
11	There are a number of national GCF readiness programmes being implemented in the Caribbean. Please can you advise how you see national programmes (which include defining GCF work programmes) linking to this study?	This study is intended to identify investment priorities in the water and public services sectors of society. As such, the study may inform the development of readiness programmes in the island nations of the region.
12	Noting that climate change risk/adaptation assessments will not be available for many utilities in the Caribbean region, is it intended that Consultants should undertake these, and financial appraisals of potential projects?	The principal objective of the study is to assess the existing information and to identify investment opportunities and options for insurance and risk pooling. It is not necessary to identify potential individual projects.
13	Please can you advise on resources (USD/person-days) available for/expected of this project?	Information on resources available for the project will not be provided. The Consultant is required to propose a methodology that it deems best for the execution of the study, and an associated budget, with justification for the costs proposed.

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14	When proposals are sent via email, please confirm that no hard copy nor document should be sent by courier.	<p>Proposers can send proposals in hard copy or via email. Where proposals are sent in hard copy, there should be a soft copy in the form of a CD or USB flash drive. The financial proposal in the soft copy MUST be password protected.</p> <p>Where proposals are sent via email, it is not a requirement to send a hard copy. Financial proposals sent via email MUST be password protected</p>
15	Regarding the country-specific recommendations (section 9 of the ToR), please indicate if there is any list of countries, or association, or community which members should be analysed under the assignment.	See question 3 above and 1.1 and 1.2 in Addendum 1.
16	Please clarify if existing studies and available information will be provided to the consultant by a single entity (i.e.: GCF Secretariat) or if it will be provided by different entities (i.e: by country).	The Consultant should procure all required information necessary in the execution of the study.
18	Please list existing and available studies in which the study will be based.	It is up to the Consultant to identify and procure the relevant existing and available studies and data on which to base the current study.
19	Regarding stakeholder interviews with the country stakeholders, please indicate if online means are acceptable (online questionnaires, email, Skype meetings, etc.) or if in person–interviews are required.	See question 9 above.
20	Please estimate the number of stakeholders that should be involved in stakeholder participation for each country.	It is up to the Consultant to identify and engage the relevant stakeholders in each country.
21	Is there any existing forum in which the consultant should show project results or develop consultation/participatory activities?	None that the Secretariat is aware of. You are required to present your findings at the Caribbean Structured Dialogue tentatively scheduled for June 2018.

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