



Project Title:

GREAT EAST ROAD REHABILITATION PROJECT

Contract title:

**CONSULTING SERVICES FOR THE DESIGN REVIEW AND SUPERVISION OF THE CONSTRUCTION OF
AN INTERMODAL DRY PORT IN CHIPATA, ZAMBIA**

Publication Reference:

NAO/2024/001

Clarification No. 1

S/N	CLAUSE/ REFERENCE	QUERY	RESPONSE
1.	Section 2: Instruction to Consultants, E. Data Sheet, Clause 16.2, Page 33/162	It may be clarified whether the price adjustment is applicable from 18 months from start of Phase I: Design Review or Phase II: Construction Supervision	Price Adjustment shall ONLY be applicable to Phase II of the Assignment.
2.	Section 7. Terms of Reference, Clause 4.1.7, Page 86/162	The Consultant feels that the time line for Phase I: Design Review is too short to carry out the investigations effectively. The time line may be reconsidered.	The scope of the services for Phase I will involve the review of an existing design and therefore the provided timeline 2.5 calendar months, is adequate.
3.	Section 7. Terms of Reference, Clause 5.14, Page 113/162 and Clause 4.1.9, Page 94/162	The Consultant facilities for Standby/Waiting Period Phase of 3.5 months and Defect Notification Phase of 3.0 months is not been specified.	<p>There will be a standby and or waiting time period between the design and construction phase of 3.5 months.</p> <p>The Consultant shall provide full time on-site supervision on the works by the Team Leader, Deputy Team Leader, Structural Engineer and the Inspector of Works for a period of three (3) months during the twelve (12) months Defects Notification Period. During Construction Supervision, the Implementing Agency will through the works contract, provide the on-site facilities for the use of the Resident Engineer and his staff.</p> <p>Consultants are therefore advised to plan accordingly for the Standby/Waiting Period Phase and the Defect Notification Phase.</p>

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4.	Section 7. Terms of Reference, Clause 5.11, Page 109/162	We propose the following request to the RDA. That academic requirements be reconsidered to say Bachelor's degree level.	The academic requirements for the key staff remain unchanged.
5.	Section 2. Instructions to Consultants; E. Data Sheet; 21.1 (for FTP); clause (iii) and Section 7. Terms of Reference;	As per this clause separate points and education/qualifications requirement are given for Phase-I (Design Review) and Phase-2 (Construction Supervision). Can consultant propose 1 expert for the same positions fulfilling the education/qualification requirement fulfilling for both the Phases. Kindly confirm	The Consultant may propose to use the same staff for both Phase I and Phase II provided that such proposed expert meets the specific requirements for such positions.
6.	IOC (2.1) Page 13	The Contracting Authority named in the Data Sheet intends to select a Consultant from those listed in the Letter of Invitation, in accordance with the method of selection specified in the Data Sheet." Please clarify: Is this correct as it is contrary to statement No. 03 in the Letter of Invitation?	This Request for Proposals is open to all eligible firms as stated in Part 3 of the Letter of Invitation despite the information contained in clause 2.1 of the Data Sheet.
7.	IOC (21.1) Page 35	As part of the Detailed Evaluation, it is indicated that "Transfer of Knowledge (training) program" will be considered. Please clarify: The TOR does not detail what the Client's expectations are regarding training, what should be covered within the training programme, what are the qualification for trainers, and what	The Consultant shall be expected to propose a Transfer of knowledge (training) program, to be included in the technical proposal. The proposed Transfer of knowledge (training) program shall be evaluated.

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		should be included for pricing purposes regarding training?	
8.	Section 7, 4.2 Page 82	Responsibilities of the Consultants: Under Phase I: Design Review Please clarify: What reviews are required for the Buildings, Railway Line, Water and Electrical reticulation and the like? Are we correct in presuming that these works are not required as part of the Design Review under this section of the TOR? If required, please provide a detailed scope of works for these items of work.	The Consultant will be required to review/update available design reports, drawings, specifications and construction quantities relating to the facility which includes <i>into alia</i> , Buildings, Railway Line, Water and Electrical reticulation.
9.	Section 7, 4.2(b) Page 82	"The consultant shall perform all necessary field surveys, including verification of identified material and water sources and design review for the works to produce technically acceptable quantities, construction plans and specifications suitable for the maintenance works..." Please clarify: The TOR indicates the need to undertake all necessary field surveys, which we understand will include Topographical surveys. However, there is no provision of a Surveyor/Geomatic Engineer for the Design Review period	The consultant may provide as part of the non key staff to carry out other services such as Topographical surveys, under Phase I (Design Review).
10.	Section 7, 4.2(e)(v) Page 82	"The Consultant to carry out all services related to the Environmental Impact Assessment." Please clarify: If an ESIA has already	The ESIA report was already prepared together with the detailed design and will require updating under these services.

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		<p>been prepared for the Project, as the timeframe for the Design Review Phase or staff input is not adequate to carry out all services related to an ESIA, including ZEMA Approval?</p>	
11.	Section 7, 4.2.1-3 Page 82	<p>Field Investigations and Survey Please clarify: If this is a review of already undertaken field investigations, or is the Consultant expected to undertake all these tasks regardless for verification? If so, the time allocated to the Design Review phase is not sufficient if the full scope of investigations is to be undertaken.</p>	<p>The Consultant will be required to undertake confirmatory field investigations and surveys. The timeframe provided is adequate considering the size of the project site.</p>
12.	Section 7, 4.1.8(iii) Page 90	<p>The Final Design Review Report shall be prepared and submitted within ten (10) weeks of commencement of the assignment and within two (02) weeks of receipt of the Employer's comments on the Draft submission." Please clarify: Timelines as the worst case do not add up to 10 weeks, 7+2+2 = 11 weeks</p>	<p>The timelines for the submission of the deliverables remain unchanged.</p>
13.	Section 7, 4.1.8(iii) Page 90	<p>"The Final Design Review Report shall be prepared and submitted within ten (10) weeks of commencement of the assignment and within two (02) weeks of receipt of the Employer's comments on the Draft submission." Please clarify: That the Consultant is not</p>	<p>The consultant shall update of the tender documents, Bills of Quantities, drawings and specifications of particular applications based on the design review conducted. The consultant shall ensure that technically acceptable quantities, construction plans and specifications suitable for the project are produced. The</p>

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		required to prepare and print off tender documents as part of the scope of works.	consultant shall ensure that the updated detailed engineering design and specifications are based on the relevant Standard Specifications and design documents. The updated Bidding Documents shall be in accordance with the EIB Rules and Procedures. Therefore, the Consultant shall be required to prepare and print off tender documents as part of the scope of works and the Consultants should adequately cost for this.
14.	Section 7, 5 Page 94	Scope of Services (Phase II: Construction Supervision) Please clarify: Duration of the Construction Supervision Phase	The duration of the Construction Supervision Phase shall be 18 months as stated in clause 5.19 of the Terms of Reference.
15.	Section 7, 5.1 Page 96	"Verify as-built drawings prepared by the Contractor." Please clarify: That the Consultant is not required to prepare "As-Built" drawings also.	The preparation of the As-Built drawings will be the responsibility of the Contractor.
16.	Section 7, 5.6.1 Page 98	Setting out of the works Please clarify: Why/if the Consultant is responsible for setting out the works, as we understand this to be the obligation of the Contractor but verified by the Consultant.	The consultant shall set out the benchmarks and hand the complete information to the Contractors to allow them to proceed with the detailed setting out of works.
17.	Section 7, 5.6.2 Page 98	"Carry-out the quality control and monitoring activities i.e. testing of works before, during and after construction." Please clarify: If support staff are to be	Support staff and onsite testing facilities for phase 2 of the assignment shall be provided through the works contract.

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		provided by the Works Contractor under the Works Contract, as is common practice.	
18.	Section 5.11 Page 105	Expertise Required (Table 6: Key staff requirements for Construction Supervision) Please clarify: Why the Electrical Engineer, Water & Drainage Engineer, Quantity Surveyor, and Geomatic Engineer have a shorter duration of Man-Months	Certain stages of the works do not require certain expertise to be present for instance an Electrical Engineer's input will not be required during excavation, earthworks and foundation works. The staff input for the key staff under phase 2 remains unchanged.
19.	Section 7, 5.11(iii) Page 107	Structural/Civil Engineer Qualifications: "...He/She should have at least two (2) years' experience in road construction materials testing supervision and should have experience in material testing in at least one gravel road construction project..." Please clarify: That they require both structural building experience and road construction material testing experience.	All required experts shall have qualifications and experience as per Section 7 of the Terms of References.
20.	Section 7, 5.12 Page 110	"There will be a standby and/or waiting time period between the design and construction phase of 3.5 months to allow for tendering and procurement of Works..." Please clarify: If the standby period exceeds the 3.5 months, how will the Client address this issue with regard to expenses incurred by the Consultant?	The Contracting Authority will ensure that the Standby period of 3.5 months is adhered to.
21.	Section 7, 5.12 Page 111	"This process, and hence the commencement of the Consultancy Services, will only commence once the no	This section refers to the procurement of the works contract and that the Consultancy Services for Phase II of the assignment shall commence

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		objection has been received from the EIB. " Please clarify: Which Consultancy Service is being referred to here?	after the Bank's no objection to the works tender evaluation is received and the subsequent signing of the works contract.
22.	Section 7, 5.13(a) and 5.13(c) Page 112	a) "The Consultant shall provide full-time on-site supervision on the works by the Team Leader, Deputy Team Leader, Structural Engineer, and the Inspector of Works for a period of three (3) months during the twelve (12) Defects Notification Period. The Consultant is expected to plan how to allocate their resources and use the three (3) months allocated to the DNP;" c) "During the remaining 12 months of the Defects Notification Period corresponding to the latest works of the project accepted as completed, the Consultant will be responsible for monitoring the Contractor's operations and for issuing any required certificates, by the provision of on-site supervision on the works by three experts required during the DNP, for one week per month and as the Consultant may plan." Please clarify: The time inputs and number of experts for the DNP, as items 5.13(a) and 5.13(c) have conflicting statements. Subsequently update the table if required.	The staff input of the required key personnel during the DNP shall be as listed in table 8 (as amended), and spread over the 12 months DNP. The key personnel will not be required to be onsite for the full 12 months DNP as implied in the query. Therefore there is no conflicting statements in the referenced section of the Terms of Reference.
23.	Section 7, 5.13 Page 112	'Item 5.13(c) reads as 'During the remaining 12 months of the Defects	The duration of the DNP shall be 12 months.

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		Notification Period..." Please clarify: The duration of the DNP Phase.	
24.	Section 7, 5.13 Page 112	"Table 7: Key staff requirements for Standby/Waiting Period Phase." Please clarify: Please confirm that the table heading refers to experts required during the Defects Notification Period and that it should be renumbered as Table 7 already exists.	Table 7 is repeated in the Terms of Reference. Please note that the second Table 7 should be numbered Table 8 – Key Staff requirements for DNP.
25.	General	The RFP fell within the two-week industrial break, which was lost as most experts were on holiday. Please consider extending the submission date to account for this period.	The proposal submission deadline was extended to February 13, 2025 via Corrigendum # 1 issued on 23 January 2025 and attached to these Clarifications.
26.	Referring to the Data Sheet, Section 21.1 (page 38), point (iii)	Key Experts' qualifications and competence for the Assignment, we would like to kindly inquire if it would be possible to propose the same key experts for both Phase I: Design Review and Phase II: Construction Supervision, provided that the experts have experience in both design and supervision. Please clarify.	The Consultant may propose to use the same staff for both Phase I and Phase II provided that such staff meet the specific requirements for such positions.
27.		Please clarify whether withholding tax must be included in the proposal price, or it must be added to the contract amount as a separate line in the financial proposal.	Clause 43.1 and 43.2 of the Special Conditions of Contract, indicates that "The Contracting Authority warrants that the Consultant, the Sub-Consultants and the Personnel shall be exempt

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			<p>from (or that the Contracting Authority shall pay on behalf of the Consultant, the Sub-Consultants and the Personnel, or shall reimburse the Consultant, the Sub-Consultants and the Personnel for) any indirect taxes, duties, fees, levies and other impositions imposed, under the Applicable Law, on the Consultant, the Sub-Consultants and the Personnel ”.</p> <p>Information on the Consultant’s tax obligations in the Contracting Authority’s country can be found at the Zambia Revenue Authority, P.O. Box 35710, Lusaka. Website: - www.zra.org.zm</p> <p>Consultants are advised to indicate separately all withholding tax. This which must be clearly included in the proposal price as a separate item.</p>
28.		Please clarify what type of works contract is envisaged, i.e., Design & Build (e.g., FIDIC Yellow Book) or pure construction (e.g., FIDIC Red Book) or other.	Civil Works Construction type of Contract to be supervised by this Consultancy.
29.	Ref. Terms of Reference, page 82/162, among the responsibilities of the Consultant under Phase I – Design Review: “The Consultant shall perform all necessary field surveys.”	Kindly clarify how the necessary surveys during Phase I (geotechnical, topographic, etc.) must be dealt with at the tender stage: a) They shall be paid by the contractor and must be excluded from the financial proposal, or	The Consultant will be required to undertake confirmatory field investigations and surveys. A non-mandatory visit to the project site was undertaken with firms who chose to attend. Furthermore, a description of the extent of the project site is provided in the Term of References.

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	<p>On the other hand, at page 94/162, still regarding Phase I, it reads: "The consultant's arrangements for all necessary office and living accommodation, equipment vehicles, supplies, surveys, investigation and testing, as well as unskilled and semi-skilled labour for the laboratory and surveyor, shall be done through the Works Contract."</p>	<p>b) They must be included in the financial proposal. In such case, we kindly ask RDA to provide the tenderers with the existing design, or alternatively to specify a provisional sum for the necessary surveys to be used during project implementation based on the actual needs.</p>	<p>The above information is therefore adequate to enable the tenders provide for field investigations and surveys in their proposals.</p>
30.	<p>Ref. Terms of Reference, page 92/162:</p>	<p>The envisaged duration of Phase I – Design Review of seven (7) weeks for the Draft Report and ten (10) weeks for the Final Report is very short compared to the scope, considering that it also includes the execution of surveys. We kindly ask RDA to extend the duration of this phase.</p>	<p>The scope of the services for Phase I will involve the review and updating of an existing design and therefore the provided period is to be adequate.</p>
31.	<p>Page 86/162, Clause 4.1.7, Table 4: Consultant's Personnel.</p>	<p>Total Expected Period of Employment for the Consultant's Personnel is 20 months as indicated in the table for 8 positions. However, sum of $2.5+2.5+2.5+2.5+2.5+1.5+2+2=$ 18 months. Please Suggest.</p>	<p>Please note that the summation of the individual staff inputs is 18 man-months instead of the "20 months" indicated in Table 4, clause 4.1.7.</p>

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32.	Page 87/162, (ii) Deputy Team Leader/ Architect: First Paragraph: He/She shall have a minimum of a Bachelor's Degree in Architecture, plus a Master's Degree in a relevant field; such as Business Administration Transport, or Highway, or Construction Law. He/She shall also be familiar with FIDIC (MDB Harmonised Edition 2005) and shall have adequate experience in the evaluation and agreement, or determination of Contractors claims on civil/road construction and maintenance projects.	Architect's usually have design & supervision of building sector (residential or commercial). A Resident Engineer or a Contracts Specialist usually shall be familiar with FIDIC (MDB) with adequate experience in evaluation and agreement. To determine Contractors claims on civil/road construction and maintenance projects it is better to deploy Contracts Specialist or Resident Engineer with civil/road construction and maintenance projects. Hence the first paragraph be kindly reworded as: First Paragraph: He/She shall have a minimum of a Bachelor's Degree in Architecture / Civil Engineering plus a Master's Degree in a relevant field, such as Business Administration Transport, or Highway, or Construction Law. Kindly Consider.	The qualification and experience requirements for the Team Leader remain unchanged.
33.	Page 89/162, (v) Quantity Surveyor First Paragraph: He/she must have a Bachelor's Degree in Building and or Quantity Surveying or equivalent.	First paragraph be kindly reworded as: First Paragraph: He/she must have a Bachelor's Degree in Building Engineering and or Quantity Surveying or equivalent. Kindly Consider.	v) Quantity Surveyor He/she must have a Bachelor's Degree in Building Sciences and or Quantity Surveying or equivalent. Me must have a minimum of 7 (Seven) years relevant experience.
34.	Section 21.1 - B. Specific Experience	The first question is if we participate as a sole company (Not a JVCA) our question is whether it is obligatory to fulfill all points	Consultants (either individual Consulting companies or JVCA) will initially be evaluated on whether they meet the following technical and

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		from "I" to "v" in this section or only one or part of them ?	financial capacity. Consultants that do not meet the technical and financial capacity requirement, shall not be considered for further evaluation, and the Consultants Request for Proposals submission shall be rejected.
35.	Section 21.1 - B. Specific Experience	<p>The second question is if we do not have experience in African countries are we eligible or is mandatory as a criteria?</p> <p>If any of these points are not fully met, would the submission be disqualified, or would it result in the loss of points only?</p>	Bidders that do not have previous experience in African countries are eligible and they shall not be disqualified. However, those that do not have experience in Africa shall be scored lower, on this particular criterion, than those that have.