

Clarifications to Bidders
RFP/2019/003
Mongolia Value Chain Investment fund (MVCIF)
Issued : 22 March 2019



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Q1) In RFP document, Section 4. on Minimum Eligibility and Qualification Criteria, "Previous Experience":

It requires "**Minimum 10 years of relevant experience**". Can you provide details about it; what experience will be relevant?

Answer: Relevant experience is establishing and managing private equity funds of a similar size (i.e. US\$ 20 million or above)

Q2) In RFP document, Section 4. on Minimum Eligibility and Qualification Criteria, "Previous Experience":

It requires "**Minimum 2 contracts of similar value, nature and complexity implement over the last 5 years**".

Answer: Section 4. on Minimum Eligibility Criteria has been amended, please refer to Amendment 2 to the RFP.

Q4) In "List of Documents to be provided":

On latest **Audited Financial Statements** for the past two years, is it acceptable to provide Audited Financial Statement of our invested Funds? We think it is more indicative of our financial standing, as it is 100% invested and managed by Management Holding company.

Is "Management financial statement" acceptable? We stopped auditing one company, to reduce our cost.

Answer: The audited Financial Statements are required to establish the bidder i.e. the 'bidding entities' financial standing. As per the list of documents and Amendment 1 to the RFP.

Additionally, bidders are required to submit details of funds managed.

5) On "**Technical Evaluation Criteria 3.1 and 3.2**".

In RFP document, Section 4, page 23, it requires to provide the following as a "**Section 3. Management Structure and Key Personnel**":

3.1. Approach to addressing UNDP's objectives on climate-change adaptation and resilience, and environmental and social sustainability more broadly, through investment selection and management.

3.2. Perspectives on application of technical assistance to MVCIF investments: Specific Experience relevant to the assignment; Regional/International experience; Language qualification.

But on the other hand, on "Section 6. Returnable Bidding Forms/Checklist", "Form E: Format of Technical Proposal", page 38, it requires to provide the following as a "**Section 3. Management Structure and Key Personnel**":

1. 3.1 Describe the overall management approach toward planning and implementing the project. Include an organization chart for the management of the project describing the relationship of key positions and designations. Provide a spreadsheet to show the activities of each personnel and the time allocated for his/her involvement.
2. 3.2 Provide CVs for key personnel that will be provided to support the implementation of this project using the format below. CVs should demonstrate qualifications in areas relevant to the Scope of Services.

Answer: Part of the Technical Criteria 3.1 and 3.2 are to be read in conjunction with the Section 6 of the returnable bidding forms. The technical criteria spells out the basis on which the proposal will be evaluated and scored. Section 6 is a bid submission format, which is a guideline to the bidders. The bidders must ensure that proposal submitted is responsive and includes enough evidence within it to be assessed and scored according to the criteria. The section 3.1 in Form E is where the bidder is to provide their methodology and approach toward planning and implementing the project corresponding to the criteria in Technical Evaluation 3.1 and 3.2

The bidder is expected to submit CVs of personnel proposed for this contract, in corresponding to requirements mentioned in the Technical Evaluation criteria 1.3, 1.4 and 1.5

Q6) The TORs say that we are supposed to submit “Tax Registration/Payment Certificate issued by the Internal Revenue Authority”. We are a legal entity registered under Mongolian jurisdiction, providing consultancy services. According to the Tax Office, the attached is only Reference letter which can be produced. Could you please confirm whether this is the one expected from your side?

Answer: Bidders based in Mongolia need to provide the Entity Registration Certificate (both sides scanned) issued by the General Registration Authority, Government of Mongolia. For bidders based outside Mongolia, submission of tax certificates from competent authorities in their respective country is required.

Q7) The RFP states that the firm to be appointed for this assignment should be a Private Equity House.

Can you please indicate whether, as an Advisory Firm with extensive experience in the design/structuring of Financial programmes in developing markets, we would be eligible for the assignment?

Answer: A firm with requisite experience, qualifications as per the criteria outlined in the RFP is eligible to apply.

Q8) We do not presently have access to the full document describing the assignment - only Section 5 Terms of Reference.

Answer: Detailed set of RFP documents including the bidder returnable forms are available on UNDPs e-tendering system. Bidders are required to register on the e-tendering system. Please see the details provided at http://procurement-notice.undp.org/view_notice.cfm?notice_id=53489

Q9) Are there any indication of the expected budget for this assignment ? We were not able to find details in Section 5



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Answer: Budgets are not disclosed in UNDP procurement; bidders may submit their financial proposals as per guidelines given in the RFP.

Q10) Are there any recommendations as regards legal advise / potentially preferred entities expected to contribute to this Phase 1 assignment ?

Answer: UNDP has no such recommendations.

Please note: Financial Proposals must be submitted as a separate file encrypted with a password. None of the financial proposal data is disclosed in other documents of the submission. UNDP shall request password for opening the Financial Proposal only from the proposers who pass the Technical Evaluation as per the criteria established and disclosed in the solicitation document. The proposer shall assume responsibility for not encrypting the financial proposal.

DO NOT DISCLOSE YOUR PRICE IN THE LINE ITEMS. YOU MUST PUT PRICE AS 1 IN THE SYSTEM AND PROVIDE THE FINANCIAL PROPOSAL AS ENCRYPTED FILE AS EXPLAINED ABOVE.