

Q&A: Market and Opportunities Assessment for Mobilizing Private Sector Participation and Investment to Support the Energy Sector Transition in South Asia

RFP issue date: September 09, 2021

RFP closing date: updated to October 22, 2021 (18:00 ET)

SI No	Reference	Reference point in the RFP	Query	Answer
1	Agreement Management and Oversight	Point IV	If a consortium is formed, how many partners are allowed?	<p>For the purpose of this RFP, “Consortium” means an unincorporated association of more than one entity (organization) where one entity is identified as the lead partner and which has the authority to conduct all businesses for and on behalf of any and all the partners of the consortium, and where the partners of the consortium are jointly and severally liable to the client for the performance of the contract. In this RFP, the bidder can propose a consortium of maximum two organizations.</p> <p>The DUNS and SAM registration will have to be provided for the lead partner and USEA will sign the contract with the lead partner only. The other arrangement permissible in this RFP is for a bidder to engage sub-consultants (or sub-contractors) that could be organization(s) or individual(s). In this arrangement, a lead partner needs to be defined. The DUNS and SAM registration will have to be provided for the lead partner and USEA will sign the contract with the lead partner only. The lead partner will be liable for the execution of the contract.</p>
2	General	-	This is very important study and needs Primary research also. Some time it requires to travel in	Travel during the course of the study is uncertain due to COVID-19 pandemic restrictions. The consultations

SI No	Reference	Reference point in the RFP	Query	Answer
			different countries to get the data from Hand-On Exercise. Sometimes stakeholders are shy disclosing the real information on phones and email. In that case to have a fruitful result-oriented Interview one has to do it physically. Who will cover the travel, accommodation and other costs?	can be conducted online. If serious need arises and situation allows, the cost related to outstation travel (air/train fare, hotel stay) will be arranged by USEA as per USAID rules, or reimbursed as per actuals, subject to prior approval.
3	Eligibility Requirements	Bidder to provide all information mentioned below to demonstrate past organizational experience relevant to the eligibility requirements. The information must include project name, project description, client name, year of performance, clearly mention if the bidder was a lead consultant or an associate, activities delivered by the bidder, key team members* involved. *The proposed team assigned to this project should have ideally worked on these projects.	If the same team had left the organisation how we can do?	Proposals should not include projects if all the staff who worked on the project have since left the organization. Including projects of this nature will impact the technical scoring.
4	III. SCOPE OF WORK - Financing Interventions	Potential investment opportunities for DFC in the short term. This assessment will also include a pipeline of projects ready for DFC's investment to the sub-sectors mentioned above.	Please confirm if the consultant is expected to highlight investment potential for DFC or restrict itself to only highlighting the areas/ projects where investment can be made.	The selected consultant is expected to highlight investment potential for DFC and include a specific pipeline of projects for DFC investment.
5	III. SCOPE OF WORK - Deliverables	The study will involve in-depth secondary research of existing data, extensive primary research tailored to a wide range of stakeholders, and strategic analysis of opportunities and	Would it be possible to list the probable stakeholders with whom the Consultant is expected to do primary discussion in each of these countries?	A list of proposed stakeholders for consultations and interview is part of consultant's deliverable.
6			Please confirm whether USEA will help us in reaching out to concerned entities and	Reaching out to the stakeholders for consultations and interviews is in the scope of the consultant. The

SI No	Reference	Reference point in the RFP	Query	Answer
7		interventions for addressal of the identified gaps	stakeholders in the identified neighbouring countries for data collection and scheduling interviews (assuming these to be undertaken through virtual mode.)	proposal should include a demonstration of the consultant's existing relationships. However, where appropriate and possible, USEA and SAREH will provide letters of support and introductions.
			<p>We understand that there is no requirement to undertake travel and that all discussions, deliberations, and presentations will be done through online platforms. Please confirm.</p> <p>Would it be possible to additionally budget 1-2 visits to each of these countries, if situation allows, so that in-depth primary research can be undertaken, and a larger number of stakeholders can be covered.</p>	Travel during the course of the study is uncertain due to COVID-19 pandemic restrictions. The consultations can be conducted online. If serious need arises and situation allows, the cost related to outstation travel (air/train fare, hotel stay) will be arranged by USEA as per USAID rules, or reimbursed as per actuals, subject to prior approval.
8	III. SCOPE OF WORK	Responsibilities of SAREH	Responsibilities of SAREH does not include helping the consultant to reach out to the study's stakeholders for data collection and interviews. We would kindly request SAREH to help us in doing the same, wherever required, based on consultations with the consultant	Reaching out to the stakeholders for consultations and interviews is in the scope of the consultant. The proposal should include a demonstration of the consultant's existing relationships. However, where appropriate and possible, USEA and SAREH will provide letters of support and introductions.
9	VII. Payment schedule	<ul style="list-style-type: none"> • Completion of inception report, stakeholder interviews plan and questionnaires – 15% • Completion of stakeholder interviews report/database – 20% • Completion of draft report and presentation – 35% • Completion of final report and presentation –30% 	<p>We request you to kindly consider the following milestones:</p> <ul style="list-style-type: none"> • Advance upon contract signing – 10% • Completion of inception report, stakeholder interviews plan and questionnaires – 15% • Completion of stakeholder interviews report/database – 20% • Completion of draft report and presentation – 30% • Completion of final report and presentation – 25% 	No change; the payment schedule outlined in the RFP will remain.

SI No	Reference	Reference point in the RFP	Query	Answer
10	III. SCOPE OF WORK	The study will identify critical financing gaps and recommend financing and non-financing interventions to address the gaps to support India's 2030 target of 450 GW renewable energy and climate change commitments in other South Asian countries (Bangladesh, Bhutan, the Maldives, Nepal, and Sri Lanka). The study will present gaps and opportunities both that are country specific and common across the region. The study will involve in-depth secondary research of existing data, extensive primary research tailored to a wide range of stakeholders, and strategic analysis of opportunities and interventions for addressal of the identified gaps. Three broad areas, mentioned below, are identified for the study.	For primary data collection, interaction with stakeholders is enquired. This shall involve physical travel to these countries. It is not clear who will bear the travelling expenses (travel, accommodation etc.) Will travel arrangements be taken care of by SAREH?	Travel during the course of the study is uncertain due to COVID-19 pandemic restrictions. The consultations can be conducted online. If serious need arises and situation allows, the cost related to outstation travel (air/train fare, hotel stay) will be arranged by USEA as per USAID rules, or reimbursed as per actuals, subject to prior approval.
11	V. PROPOSAL CONTENT	Organization experience	Can a consortium of two (or more) participate in the bid?	For the purpose of this RFP, "Consortium" means an unincorporated association of more than one entity (organization) where one entity is identified as the lead partner and which has the authority to conduct all businesses for and on behalf of any and all the partners of the consortium, and where the partners of the consortium are jointly and severally liable to the client for the performance of the contract. In this RFP, the bidder can propose a consortium of maximum two organizations.

SI No	Reference	Reference point in the RFP	Query	Answer
				The DUNS and SAM registration will have to be provided for the lead partner and USEA will sign the contract with the lead partner only. The other arrangement permissible in this RFP is for a bidder to engage sub-consultants (or sub-contractors) that could be organization(s) or individual(s). In this arrangement, a lead partner needs to be defined. The DUNS and SAM registration will have to be provided for the lead partner and USEA will sign the contract with the lead partner only. The lead partner will be liable for the execution of the contract.
12	Maximum Award Amount	\$45,000 USD (Inclusive of all applicable taxes)	As the study is to be undertaken across Six South Asian countries and requires extensive work, we believe the award amount in the RfP can be increased	No change; there will be no increase in budget.
13	Section III – Scope of Work:	-	Due to Covid-19 related travel restrictions, will SAREH/USEA facilitate organizing interviews with stakeholders from India and other South Asian countries?	Reaching out to the stakeholders for consultations and interviews is in the scope of the consultant. The proposal should include a demonstration of the consultant's existing relationships. However, where appropriate and possible, USEA and SAREH will provide letters of support and introductions.
14	Closing date of RfP	-	The deadline for submission of the proposal coincides with a major holiday week in India. We request one-week extension to the proposal submission deadline, i.e. October 22, 2021.	The closing date of RFP has been extended till October 22, 2021 (18:00 ET)
15	Maximum award amount is inclusive of taxes.	-	a. Please clarify if Indian GST is applicable to the contract amount. b. Also please clarify if any withholding tax will be levied on the contract amount.	a. The contracting entity is USEA based in U.S and contract will be in USD currency. Bidder to evaluate if Indian GST will be applicable or not. If Indian GST is applied, it must be included in the proposal bid; no additional taxes or fees will be paid by USEA beyond

SI No	Reference	Reference point in the RFP	Query	Answer
				<p>what is included in the bid.</p> <p>b. Bidder to evaluate the applicability of withholding tax based on the country at which the bidder is located.</p>
16	Eligibility Requirements & Evaluation Criteria	<p>Bidders must demonstrate the following experience in the recent 5 years.</p> <ul style="list-style-type: none"> • Prior experience of working on market research/assessment/ analysis of similar engagements related to clean energy financing; • Prior experience of working on innovative financing instruments or market-based financing related to clean energy in South Asia; • Prior experience of working on similar engagements with international development agencies, financial institutions; government bodies. <p>20 marks: Bidder's experience with similar projects</p>	<p>We request you to provide more details on the evaluation criteria. Details on how 20 marks will be awarded (based on no. of assignments? Relevance of assignments? Any other parameter used?)</p>	<p>The overall marks for project experience will be allocated to the three requirement areas. The scoring will be a based-on level of experience and relevance of the assignments.</p>
17	Deliverables	<p>Based on the scope of work, the following deliverables will be submitted. Since the project is funded by USAID, all deliverables must strictly abide by USAID's branding and marking guidelines</p>	<p>We request you to provide the USAID's branding and marking guidelines if the same are available in public domain.</p> <p>We hope USEA will provide the branding and marking guidelines before start of the engagement. Please confirm.</p>	<p>USEA will share the branding guidelines with the selected bidder.</p>

SI No	Reference	Reference point in the RFP	Query	Answer
18	Deliverables	List of proposed stakeholders for consultations for interview (About 25-30 organizations from financial institutions, international development organization, project developers, public and private sector organizations, and sector experts covering South Asia is expected)	Currently, the South Asian region nations namely Sri Lanka, Nepal, India and Bangladesh are experiencing severe COVID-19 related restrictions and travel curbs. In this context we want to understand whether, the primary research in the form of interviews are required to be conducted in-person requiring travel to various South Asian countries or the primary research can be conducted through remote means such as audio/ video conferencing, email interviews etc. Please clarify.	Yes, the consultations and interview can be conducted remotely via audio/video conferencing and email communication.
19	Deliverables	The selected bidder will take minutes of all meetings and share with SAREH.	We want to understand whether the meetings will be held virtually (through audio/ video conferencing)/ in-person. If the meetings will be held in-person we want to know the location where such meetings would be held.	The meetings with USEA/SAREH can be conducted online via video conferencing. There could be local travel to SAREH/USAID office in New Delhi, if needed, but only if travel is permissible under COVID restrictions. The consultations with stakeholders can be conducted remotely via audio/video conferencing.
20	Responsibilities of SAREH	Provide feedback on all draft and final deliverables (e.g., feedback on inception report, questionnaires, list of target organizations for consultations, study report outline, study report)	We request you to incorporate a structured process for acceptance of deliverables in a timely manner by SAREH to avoid multiple iterations and rework.	As mentioned in the RFP in page 6, bidder is required to propose a schedule of tasks that includes regular discussion with SAREH/USEA, draft deliverables submission, and expected time for feedback.
21	Financial Proposal	Summary of Fees Line-item budget with detailed breakup of all costs associated with the project, including labor, direct and indirect costs (printing,	Can you please provide a detailed line-item wise pro-forma for submitting the financial proposal, to ensure consistency across bidders?	Price proposal template is attached as annexure to this Q&A document

SI No	Reference	Reference point in the RFP	Query	Answer
		administrative supplies, etc.) Labor Fees Breakdown of proposed labor fee for each individual proposed for this project (such as salary, fringe, overhead, etc.); number of person-hours for each individual proposed for this project.		
22	Annexure-A	RAA12. REPORTING HOST GOVERNMENT TAXES	We request you to provide more clarity regarding what a consulting organization undertaking the engagement is needed to perform to conform with the requirement.	USEA will file the necessary tax reports; no action is required from the bidder.
23	Annexure-A	RAA23. REPORTING SUBAWARDS AND EXECUTIVE COMPENSATION (DECEMBER 2014)	We request you to provide more clarity regarding what a consulting organization undertaking the engagement is needed to perform to conform with the requirement as the budget for the proposed engagement is USD 45000 which is above the limit of USD 25000 as per the RAA23 clause.	Bidders are required to follow the reporting requirements of RAA23, unless exempted via the terms listed in the clause.
24	Annexure-A	RAA26. CONTRACT PROVISION FOR DBA INSURANCE UNDER RECIPIENT PROCUREMENTS (DECEMBER 2014)	We maintain Worker's Compensation Policy and other statutory Insurance Policies such as Group Medical Policy for all the employees as per the laws in India. We want to know whether DBA Insurance is required to be procured over and above the current Insurance Policies in place. If Yes, then would USEA reimburse the DBA insurance cost over and above the Financial Offer? Presently we are unable to estimate DBA Insurance cost.	A DBA insurance specific for this assignment is not required for bidders. Bidders can follow insurance policy norms as applicable by law in their country of registration and performance. USEA will not reimburse any insurance cost incurred by the bidder in any circumstance.

SI No	Reference	Reference point in the RFP	Query	Answer
25	Scope of Work	The study will identify critical financing gaps and recommend financing and non-financing interventions to address the gaps to support India's 2030 target of 450 GW renewable energy and climate change commitments in other South Asian countries (Bangladesh, Bhutan, the Maldives, Nepal, and Sri Lanka)	Please confirm that identification of financing gaps for climate change commitments in other South Asian countries (Bangladesh, Bhutan, the Maldives, Nepal, and Sri Lanka) will be limited only to clean energy projects and the analysis will not need to address climate change commitments across non-energy sectors.	This study is focused exclusively on the clean energy sector.
26	Scope of Work	The study will involve in-depth secondary research of existing data, extensive primary research tailored to a wide range of stakeholders, and strategic analysis of opportunities and interventions for addressal (sic) of the identified gaps.	Please confirm that "extensive primary research tailored to a wide range of stakeholders" refers to stakeholder interviews and not to primary market research for clean energy investments.	Primary research refers to stakeholder consultations and interviews
27	Scope of Work	Market Assessment and Gaps Assessment" (Page 3) states that "Analyze critical financing gaps (debt, equity, risk mitigation, etc.) across the value chain of manufacturing, project development, and services. This will also involve broad landscape assessment of the clean energy sector to evaluate investments trends and outlook, identify risks and uncertainties, and map various business and operating models for the sub-sectors identified below	Please confirm if financing gaps across the value chain of "manufacturing, project development, and services" needs to be identified for development of renewable energy and advanced energy systems in each South Asian country.	Yes

SI No	Reference	Reference point in the RFP	Query	Answer
28	Financial Proposal	Breakdown of proposed labor fee for each individual proposed for this project (such as salary, fringe, overhead, etc.)	As a commercial advisory firm, we do not provide a breakdown of labor rates. Please confirm if fully burdened daily rates can be provided along with information from client contracts to justify the rates.	Breakdown of proposed labor fee is mandatory, as per USAID. Salary details will be kept confidential.
29	V. PROPOSAL CONTENT	-	Guidelines on the proposal document format.	Bidder must submit proposal along with all applicable annexures, in a single pdf file. The pdf file should not be password protected. Noncompliant proposals will be rejected.

Template for Price proposal

TABLE 1: SUMMARY OF FEES

Description	Unit	Proposed remuneration per unit (mention currency)	Total Amount (mention currency)
A. Labor Fees*			
1. Team leader	<days>	<proposed fee>	
2. Expert 1	<days>	<proposed fee>	
3. Expert 2	<days>	<proposed fee>	
4.	<days>	<proposed fee>	
B. Other expenses**			
1. Local travel	<per trip>		
2. Printing			
3. Workshop			
4. Others (if any)			
C. Applicable taxes			
D. Total (A+B+C) ***			

*As per the team structure mentioned by the bidder

**Other expenses are part of the fixed fee. Bidder can customize it as per the specifics of the project. They shall be limited to necessary costs to undertake the services defined in the terms of reference and should be commensurate with the technical proposal.

*** The Total is inclusive of fees, expenses, taxes, and duties.

TABLE 2: BREAKDOWN OF PROPOSED LABOR FEES

The purpose of this table is to ascertain if the proposed labor fee is justified. Bidder can add more columns to show the breakup of proposed fees, if needed.

		(Mention currency)					
Name	Position	Basic remuneration or Salary per day*	Fringe	Overhead	General & Administrative	Profit	Proposed fee per day**

*As mentioned in the USAID Contractor Employee Biographical Data Sheet submitted in the technical proposal

**As mentioned in Table 1 for Labor fees