

Question & Answers related to RFP for Training on the Creation and Operations of a Power Exchange				
	RFP item in reference	Details	Questions Received from Potential RFP Bidders	USEA Response
1			<p>We are a European company and wish to bid for the project in cooperation with a South Asian company.</p> <p>1.1 Assuming that this is permissible would both companies be parties to the contract or do we need to nominate a prime contractor with the second company effectively forming part of our team?</p> <p>1.2 Would both companies need to have SAM registration?</p>	<p>You need to nominate one company to be the prime contractor.</p> <p>Only the company that is the prime contractor (which must also be the one signing the contract) needs to have a SAM registration.</p>
2	Contractor Biographical Data Sheet (AID 1420-17)		<p>This sheet appears to have data requirements that go beyond the scope of a short term, remote, fixed price training project. For example it requests address, telephone number, proposed salary among others. Is it permissible to limit responses to basic bio-data, education, employment history and services performed?</p>	<p>As this is a USAID-funded program, the Contractor Biographical Data Sheet must be completed in full for all personnel on the project. Any gaps in information will impact the scoring of the bidder's proposal. All information on the Biographical Data Sheets will be kept confidential.</p>
3			<p>Bidder Consortium: Can the bidders submit their proposal as a consortium for this assignment?</p>	<p>yes</p>
4	Scoring for Evaluation Criteria: Under the Evaluation Criteria (Clause VI of RFP), weightage has been given as follows a. 25% Experience with similar projects b. 25% Subject matter expertise c. 20% Technical approach d. 30% Cost		<p>In line with the criteria provisioned, how does a participant/ bidder aim to secure maximum weightage in given categories? For instance, how will a bidder secure maximum scoring for Experience with similar projects, will it be for 10 similar projects or will it be based upon the highest number of projects from all available bidders? Requesting clarification on the scoring scheme.</p>	<p>Each category will be evaluated based on the extent and relevancy. For instance, the "Experience with similar projects" category, will be examined based on whether the previous experience has a similar focus, target and approach to that of the SARI/EI project. A bidder who has performed more projects than another will not necessarily receive a higher score; instead, it will depend on the similarity of the project.</p>
5	Requirement of print material		<p>As part of the training process, study material needs to be provided to the participants in terms of advance material, handouts, etc. Will there be any requirement for providing Printed version of such material?</p>	<p>Since the course will be conducted entirely online, the material will be shared with the participants electronically. No print copies will be required.</p>
6			<p>Video Conference platform: Will the video conferencing platform be suggested by USEA or the contractor shall be free to choose a suitable online platform?</p>	<p>The contractor shall be free to choose a suitable online platform. They will also be responsible for implementation of the program on the platform and cost of the platform. If there is an associated cost and the bidder would like reimbursement, this cost should be noted in the financial proposal.</p>
7	Scope		<p>Clarification on Scope: It is understood from the RFP details that the programme requirement details developing the knowledge base and the skillsets of the participants in the field of power market and to become a better participant of the upcoming regional power exchange. However, the purpose of the RFP mentions design, develop, and operation of a power exchange. Since preparation as a participant of upcoming regional power exchange will be different to preparation for design, development and operations of a power exchange, requesting clarification for developing appropriate approach and methodology for training programme.</p>	<p>The RFP expects the contractor to provide participants with both a background on the organizational requirements and policies needed to form a power exchange, as well as the training to participate in one.</p>
8			<p>We presume bid submission by a consortium as a joint venture partner/ sub-consultant shall be allowed. Consortium shall jointly fulfil qualifying criteria. Each member of the consortium shall be jointly and severally liable for successful execution of the contract.</p>	<p>Yes, it is allowed. However, while a consortium can conduct the work, only one entity can be the signatory of the contract. Other parties can be subcontractors of the prime.</p>
9	III Scope of work Program Requirements	<p>The program is envisaged to comprise of ten days of training, separated into two modules, each five days in duration</p>	<p>There is no mention of the expected duration (in hours) of each day of training. Please confirm the same.</p>	<p>10 full days of training is anticipated. However, bidders are welcome to propose a different format, especially one that functions best for participants training in an online setting.</p>
10	Scope of work Program Requirements	<p>The training shall include mock exercises on bidding and scheduling, and demonstrations of simulated or bidding platforms.</p>	<p>Please confirm whether the consultant is expected to deliver such simulations through excel based tools designed by the Consultant himself or demonstrate the same through the actual tool / platform which is used by Power exchanges.</p>	<p>The consultant can suggest whatever method they believe will provide the best learning scenario.</p>
11	Scope of work Tasks	<p>The tasks to be performed by the Contractor under this Scope of Work shall include the following</p>	<p>The requirement of delivering mock exercises as mentioned in "Program Requirements" does not find a mention in the list of activities covered in 1st module and 2nd module in the mentioned clause. Please clarify whether the mock exercises are required to be delivered in the 1st module or 2nd module.</p>	<p>Mock exercises are to be included in either or both modules; it is the consultant's decision. They should be placed in whatever model best fits the curriculum.</p>

12	Proposal Content		Please confirm if sub-contracting is allowed under the RfP. Furthermore, please also confirm if the sub-contractor with which we would associate with is allowed to associate with other firms as well. For instance, say Company X undertakes a sub-contracting with company Y. Is company Y also allowed to associate with another lead firm, say Z, in the bidding stage?	Yes, subcontracting is allowed. But the prime contractor is ultimately responsible for the successful execution of the project and all deliverables. A subcontractor is allowed to associate with multiple prime contractors.
13	Pre Introduction	The United States Energy Association (USEA) is inviting prospective organizations, including consultants, traders, power exchanges, and training institutes, or individuals through this Request for Proposal (RFP) to submit proposals for developing and delivering a comprehensive training on the creation and operations of a power exchange for South Asian energy officials. The training will be conducted as part of USAID's South Asia Regional Initiative for Energy Integration (SARI/EI) program.	There is no mention in the RfP with respect to Joint bid/Consortium by different organizations for the project. Details need to be specified with respect to registration of lead member and other members and award of contract. How can different organizations jointly bid for the project?	Multiple organizations are welcome to form a consortium and jointly bid on the project. However, one organization must serve as the prime contractor, who will be sign the contract and be ultimately responsible for project execution. This entity must also have a valid DUN and SAM application.
14	Proposal Content	Demonstration of the knowledge of the design and development of energy markets and the political, economic, and technical issues associated with South Asian regional energy trade, particularly Bangladesh, Bhutan, India, Nepal, and Sri Lanka and their readiness to develop in a power exchange. (Maximum 1 page).	Will it cover handled projects as an organization or individual? Apart from the projects handled by the bidding company, can projects handled by individual members of the bidding as independent consultants also be considered?	Yes, projects handled by the individual members of the bidding as independent consultants can (and should) be included if relevant. However, if the projects were conducted by individuals, please note that so that the assumption is not that those projects were conducted by the organization.
15	Proposal Content	A financial proposal, including: <ul style="list-style-type: none"> Detailed justification (i.e., lineitem budget), including direct and indirect costs (printing, administrative supplies, etc.). Anticipated labor costs, broken down by the number of man-hours and fully loaded daily rate for each employee proposed for this project. All salary information will be kept confidential. Bids must be made in USD. 	Do we need to print documents or prepare materials in CDs/Pen drives to circulate it to participants and USEA? We believe all documents are going to be electronic copies. Please clarify.	Please see the response to Q 5.
16			Please clarify if financial bid should be inclusive or exclude of these charges GST charges and if the suggested limit is inclusive or exclusive of GST.	All fees and taxes, including GST, must be included in the financial bid.
17			We would like to understand in case there are any specific minimum experience and scoring criteria under each sub-segment for participation and can active power trading entities participate in this opportunity.	There is no specific minimum experience requirement and scoring criteria. Active power trading entities are welcome to participate.
18			Would we require to register with the USAID and USEA as well or can we directly submit the proposal to you.	The proposal should only be sent to USEA. Additionally, the contract will be between the successful bidder and USEA (not USAID). Bidders do not need to be members of USEA to participate in this RFP.
19			Further can we additionally take into consideration external experts who have been associated with our organisation along with their consent letters.	Any bidder is welcome to include external experts in their team.
20			Can we participate with a collaboration with a specialised institute or is it just limited to one specific organisation to enhance the efficacy of the program.	Please see the responses to Q 1, 3, 8, 12, 13.
21			In case of a Joint venture or collaboration we can look into having one lead partner and another associate partner.	Please see the responses to Q 1, 3, 8, 12, 13.
22			The payment terms with respect to this project also needs to be specified. Kindly share the same with us-	The payment terms will be negotiated and set between USEA and the bidder selected for the contract. The terms will not be shared publicly.
23	In clause VI, Evaluation Criteria, 'Experience with similar projects (for each contractor & the organization in general)' -		Please share the details regarding the kind of similar projects required.	Projects related to power exchanges, power trade, training, and South Asia power sector, are a few examples.