

## ADDENDUM N°1 to the TD “Baseline Assessment of Beekeeping Value Chain”–RWA19001-10007.

Dear Sir, Madam.

With reference to the tender which was launched on 21 November 2023 and in view of the discrepancies between **clause 2.5** of the tender document (Term of the procurement contract) and **clause 4.11.1** of the tender document (Deadlines and terms), whereby the overall duration of the contract contradicts by 3 and 4 months respectively.

**Clause 4.11.2** of the tender document (Place where the services must be performed and formalities) also required additional specific clarification to help you prepare your bids;

We are pleased to inform you that **Clause 4.11.1** and **Clause 4.11.2** of the Tender Document are slightly modified as follows:

➤ **Clause 4.11.1:**

The services must be performed within 3 months (overall contract duration) from the day after the date on which the service provider received the contract conclusion notification letter.

The closure of the service provider’s business for annual holidays is included in this calculation.

➤ **Clause 4.11.2:**

The services will be performed in Rwanda and the targeted districts will be:

- Eastern Province: Kayonza, Gatsibo, Nyagatare and Kirehe Districts,
- Southern Province: Nyamagabe, Nyaruguru and Huye Districts;
- Western Province: Rusizi, Nyamasheke and Rutsiro Districts;
- Northern Province: Burera and Gicumbi Districts)

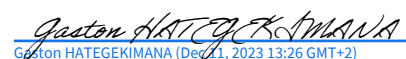
These modifications are equally included in the adjusted Tender Document.

With this addendum, we also share with you the overview of the answers provided for questions/clarifications asked by some of the bidders (see annex).

The rest of these above clauses of the INITIAL TENDER DOCUMENT which are not modified by this addendum remain unchanged and other clauses of the tender documents remain valid.

We thank you for your understanding and valuable collaboration,

Kind regards,



Gaston HATEGEKIMANA (Dec 01, 2023 13:26 GMT+2)

**Gaston HATEGEKIMANA**  
**Enabel Rwanda \_Contract Officer**

## Annex: Overview of question & answers

QUESTIONS ASKED	ANSWERS PROVIDED
We understand from the ToR that the contractor will need to conduct household surveys. Should the corresponding costs, including the surveyors' fees and per diems, be included in budget category "1. Expert Fees" of the Tender Form - prices (section 6.3 of Tender Specifications) that the tenderer must use?	<i>That's right, the Expert fee / cost must include as many items (surveyors' fees and per diem,...) as those listed in the tender document point 3.4.3.1 (Elements included in the price).</i>
Is there a minimum number of days out of the maximum of 70 man-days that must be spent on site in Rwanda?	<i>In accordance with point 5.7 of the tender documents, the maximum number of man-days allocated to this service (data collection in the field/survey) is 50 man-days and, for the best performance of this mission and the accuracy of the data collected, at least 35 man-days should be spent on site (Rwanda).</i>
Does Annex 6.19.1. [GDPR clauses (in case of CONTRACTOR who will process personal data)] have to be filled out, signed and submitted with the tender, or is it a document that will be requested by the contracting authority at award stage only?	<i>This GDPR clause (Annex 6.19.1 of the tender document) has to be signed by each bidder and submitted with his / her bids.</i>
We plan to use a subcontractor based in Rwanda. Are there any other forms or documents that we must submit than the table in section 6.1.4. Subcontractors?	<p><i>You have to complete that table (point 6.1.4) <u>and provide the identification documents for the proposed sub-contractor, to ensure he is eligible and not blacklisted anywhere</u>, also bearing in mind that the contractor remains, in any case, solely liable to the contracting authority, in accordance with point 4.3 of the tender document.</i></p> <p><i>Note also that for the evaluation of the required selection and award criteria, the main contractor is the one allowed to propose the required profile as specified in the ToRs.</i></p>
Geographical scope: The section 5. Terms of Reference of the Tender Specifications do not provide the expected geographical scope of the baseline assessment. In section 5.1, it is just mentioned that "Beekeeping value chain development activities under the new Enabel Rwanda Agriculture Program (2024–2029) will be focused in the Eastern province and around Nyungwe forest". Could you please specify <u>what are the targeted areas / districts / provinces for this baseline assessment?</u>	<p><i>With regard to the geographical scope (targeted areas / districts / province), our tender document will be amended especially the point 4.11.2. Place where the services must be performed and the targeted districts below will be added:</i></p> <ul style="list-style-type: none"> <li><i>○ Eastern Province: Kayonza, Gatsibo, Nyagatare, Kirehe Districts,</i></li> <li><i>○ Southern Province: Nyamagabe, Nyaruguru and Huye Districts;</i></li> <li><i>○ Western Province: Rusizi, Nyamasheke and Rutsiro Districts</i></li> <li><i>○ Northern Province (Burera, Gicumbi Districts)</i></li> </ul>

<p>Contract duration: Section 2.5 says that "The contract begins upon award notification and has an <u>overall duration of 3 months</u> starting from the date after the reception of the award notification letter". Section 4.11 however says that "The services <u>must be performed within 4 months</u> (overall contract duration) from the day after the date on which the service provider received the contract conclusion notification letter". Could you please let us know what is the actual contract duration?</p>	<p><i>You are right, there is a contradiction between the two points in the tender document (point 2.5 and 4.11), the amended tender document will soon be shared with you and others, but in the meantime, note that the correct overall duration is 3 months with a maximum of 70 man-days, in accordance with point 2.5.</i></p>
<p>May I kindly confirm whether the RFPs for thE assignment is entirely for FIRMS or a team of expert consultants can also apply?</p>	<p><i>The team of experts can also be brought together to carry out this assignment under condition that it meets all Tender document's requirements (in particular the point 3.4.7: Selection of tenderers, i.e Minimum technical requirements for the consulting firm and Minimum required profile for the Key staff/experts).</i></p>