

Q&A ESG Readiness & Institutional Capacity Building Tender

Q1: None of the mentioned deliverables meets conducting an ESG readiness assessment of selected organisations, as if this is to be conducted, accordingly each company will be deeply assessed alone and specific ESG scoring cards will be developed according to the industry and mandate of each selected organisation.

A1: Thank you for your observation! The scope does not include conducting detailed ESG assessments for each individual company, nor developing fully customized ESG scorecards per entity. Instead, the consultancy aims to:

- Conduct a streamlined, high-level ESG readiness assessment based on limited consultations and system review, resulting in a snapshot report of key gaps and priorities, not detailed company-by-company scoring.
- Generate aggregated insights across institutions.
- Develop practical, adaptable ESG toolkits and scorecard frameworks that can be applied and contextualized by partner institutions based on their sector and mandate

Q2: An ESG readiness assessment includes a vital Materiality assessment, this includes **Double Materiality**: This approach assesses two things: financial materiality (how ESG issues impact the company's financial value) and impact materiality (how the company impacts the environment and society), if this is the case then the resources on the project need to have an ESG financial Expert to be added to the team.

A2: The TOR does not require a full ESG assessment aligned with comprehensive frameworks such as double materiality analysis. It explicitly defines the assignment as a streamlined ESG readiness assessment, focused on high-level review of institutional systems, practices, and gaps, rather than detailed financial or impact materiality analysis. Accordingly, the required team composition (ESG Expert and Institutional Development/TVET Expert) is considered sufficient for the scope, and the inclusion of a dedicated ESG financial expert is not mandatory.

Q3: If the intention of the readiness assessment is a general readiness assessment to develop operational policies and procedures manuals to conduct an ESG readiness assessment that can be carried out by different organisations and then customised according to ESG standards, then an additional deliverable should be added to the list of deliverables stating the specific requirements needed on the ESG readiness assessment.

A3: The tender already incorporates this requirement within the scope of Task 3 and deliverables.

The ESG Toolkit Package and Scorecard Framework are intended to outline the practical requirements, tools, and guidance for conducting ESG readiness assessments in a structured and adaptable manner across institutions.

Q&A ESG Readiness & Institutional Capacity Building Tender

<p>Q4: The financial section includes a source deduction certificate which is not a common document in Jordan.</p>
<p>A4: This document is about clear tax file.</p>
<p>Q5: Could you please clarify the number and type of target organizations, and whether their list will be shared in advance?</p>
<p>A5: The list of entities will be shared in advance by ASEZA. At this stage, the initially identified sectors include: hotels and tourism, airports, data centers and technology, community and environmental initiatives, marine, chemicals, garment, steel structure and sheet fabrication, and vocational training. Approximately 30 entities have been preliminarily identified.</p>
<p>Q6: Is there a preferred ESG framework or predefined assessment methodology to be followed (e.g., EU ESG, IFC, SDGs)?</p>
<p>A6: Bidders are required to propose a practical and context-appropriate approach to ESG readiness assessment, including tools and methodologies aligned with the assignment objectives and Aqaba context. However, proposed approaches should be aligned with recognized ESG principles and good practices to ensure relevance, credibility, and applicability.</p>
<p>Q7: What are the main expected deliverables, and are templates provided? Also, are all deliverables required in both Arabic and English?</p>
<p>A7: Please refer to the tender for the deliverables and language required for each deliverable. However, bidders are expected to develop the required tools, templates, and formats as part of the assignment (particularly under the ESG Toolkit and Scorecard deliverables).</p>
<p>Q8: What is the expected scope of capacity building (number of trainings, participants, and level of customization)?</p>
<p>A8: The capacity building component is designed to be focused, practical, and tailored to the Aqaba context. It includes the delivery of a two (2) Executive ESG Workshops, each of two days, targeting key institutional stakeholders (e.g., ASEZA, partner institutions, and employers). The number of participants could range between 20 -25, as it will be coordinated during implementation. Bidders are expected to propose an approach that ensures relevant content, appropriate level of customization, and effective stakeholder engagement, aligned with the objective of strengthening institutional understanding and application of ESG principles.</p>

Q&A ESG Readiness & Institutional Capacity Building Tender

Q9: Should logistical costs (venues, transportation, etc.) be included in the financial proposal, or will they be covered by Enabel?

A9: Logistics will be arranged and coordinated through bidders and therefore, logistical costs (venues, transportation, etc.) to be included in the financial proposal. The financial proposal shall include all costs related to the organization and delivery of two (2) executive workshops (each of two (2) days), including but not limited to stationery, venue rental, and catering. All such costs shall be clearly itemized and included within the overall financial offer. Logistics should not be embedded in or calculated as part of the cost per number of working days.

Q10: Could you please confirm any minimum team composition requirements and whether partnerships/subcontracting are allowed?

A10: The TOR specifies a minimum team composition of two key experts:

- Team Leader / ESG Expert
- Institutional Development and Skills Systems Expert

Bidders may propose a broader team if needed; however, these two profiles are mandatory and will be the primary basis for evaluation.

Partnerships and subcontracting are allowed, provided that:

- The consulting firm remains fully responsible for contract delivery, and
- Any subcontractors are clearly identified in the proposal and comply with the tender requirements

Q11: What is the estimated number of institutions expected to be consulted under each of the following categories: i) ASEZA, ii) VTIs, and iii) private sector?

A11: At this stage, the initially identified sectors include: hotels and tourism, airports, data centers and technology, community and environmental initiatives, marine, chemicals, garment, steel structure and sheet fabrication, and vocational training. Approximately 30 entities have been preliminarily identified by ASEZA. Please note that work will be in collaboration and coordination with ASEZA.

Q12: For each of the above categories, what is the estimated number of departments, employees, or focal points that Enabel expects to be consulted or engaged?

A12: Given that approximately 30 entities have been preliminarily identified, the number of departments, employees, and focal points will be identified and coordinated through ASEZA once the assignment starts

Q13: Would Enabel be open to considering a results-based pricing structure in place of, or alongside, the current invoicing structure set out in the RFP? For example, this could include a fixed fee for delivery of the core scope of work, combined with an additional

Q&A ESG Readiness & Institutional Capacity Building Tender

success-based fee linked to the achievement of specific, measurable, and impactful KPIs. We believe this approach would better reflect the results-oriented nature of government aid programmes and help ensure that proposed interventions are realistic, practical, and focused on delivering meaningful outcomes.

A13: no please follow the pricing schedule

Q14: Could you please indicate whether there is an estimated budget or financial range foreseen for this assignment?

Additionally, would it be possible to understand how the budget is expected to be split across the main activities (assessment, workshops, toolkit development, etc.)?

A14. Bidders are expected to submit a cost-effective financial proposal that reflects value for money and is aligned with the scope of work and the indicated level of effort (maximum 60 working days).

Regarding the allocation of the budget, bidders are invited to structure their financial proposals in accordance with the deliverables and pricing template provided, distributing costs across the different components of the assignment (e.g., assessment, workshops, toolkit development) as appropriate and justified. Please note that the bidder shall make sure to distribute the 60 days by deliverable. All costs shall be clearly itemized and included within the overall financial offer, however, logistics should not be embedded in or calculated as part of the cost per number of working days.

Q15. As we are not a registered entity in Jordan, could you please confirm whether international consulting firms are eligible to apply independently, or if a local partner is required?

A15. The tender is open to consulting firms, and there is no requirement for firms to be registered in Jordan in order to apply. Therefore, international consulting firms are eligible to apply independently.

However, bidders may choose to engage local partners or subcontractors where relevant to support effective implementation, particularly in terms of local context and stakeholder engagement.

Q16. Considering the scope and structure of the assignment, would there be any possibility to extend the submission deadline, or is the current timeline fixed?

A16. At this stage, the submission deadline remains as indicated in the tender documents (16 April). Any changes or extensions, if applicable, will be communicated officially through the same channels used for the tender publication.

Bidders are therefore advised to proceed based on the current timeline unless notified otherwise.

Q&A ESG Readiness & Institutional Capacity Building Tender

Q17. Could you provide further clarification on the expected number and profile of stakeholders to be involved in the survey?

A17. The list of entities will be shared in advance by ASEZA. At this stage, the initially identified sectors include: hotels and tourism, airports, data centers and technology, community and environmental initiatives, marine, chemicals, garment, steel structure and sheet fabrication, and vocational training. Approximately 30 entities have been preliminarily identified. the number of departments and stakeholders will be identified and coordinated through ASEZA once the assignment starts

Q18. Could you please clarify the expected level of depth for the ESG assessment? Should it be positioned as a high-level diagnostic or a more detailed analysis?

A18. The scope includes:

- Conducting a streamlined, high-level ESG readiness assessment based on limited consultations and system review, resulting in a snapshot report of key gaps and priorities, not detailed company-by-company scoring.
- Generating aggregated insights across institutions.
- Developing practical, adaptable ESG toolkits and scorecard frameworks that can be applied and contextualized by partner institutions based on their sector and mandate

Q19. Could you please clarify the expected number and seniority of participants for the Executive ESG Workshops?

Additionally, could you please confirm that you will cover all logistic costs (i.e.: venue, catering, materials, etc.)?

A19. The delivery of two (2) Executive ESG Workshops, each of two days, targets key institutional stakeholders (e.g., ASEZA, partner institutions, and employers). The number of participants could range between 20 -25, as it will be coordinated during implementation.

Logistics will be arranged and coordinated through bidders and therefore, logistical costs (venues, transportation, etc.) to be included in the financial proposal. The financial proposal shall include all costs related to the organization and delivery of two (2) executive workshops (each of two (2) days), including but not limited to stationery, venue rental, and catering. All such costs shall be clearly itemized and included within the overall financial offer. Logistics should not be embedded in or calculated as part of the cost per number of working days.

Q20. Can you consider a hybrid approach (combining remote work with targeted on-site missions) feasible?

Q&A ESG Readiness & Institutional Capacity Building Tender

A20. The tender allows for a combination of online and in-person engagements, including stakeholder consultations and meetings. Bidders are encouraged to propose a practical approach that balances remote work with targeted on-site presence in Aqaba, ensuring effective stakeholder engagement and delivery of key activities such as workshops. Bidders should ensure that any proposed approach remains cost-effective and within the overall level of effort, with all related costs (e.g., travel and missions) appropriately reflected in the financial proposal.

Q21. Are there any existing ESG frameworks, tools, or prior assessments that will be made available to the selected consultant?

A21. Relevant information, documentation, and inputs available with Enabel, ASEZA, and partner institutions will be shared with the selected consultant during the implementation phase, as needed to support the assignment.

Q22. Is an international consulting firm eligible to apply for this tender?

A22. The tender is open to consulting firms, and there is no requirement for firms to be registered in Jordan in order to apply. Therefore, international consulting firms are eligible to apply independently.

However, bidders may choose to engage local partners or subcontractors where relevant to support effective implementation, particularly in terms of local context and stakeholder engagement.

Q23. What is the anticipated financial limit or budget ceiling for this assignment?

A23. Bidders are expected to submit a cost-effective financial proposal that reflects value for money and is aligned with the scope of work and the indicated level of effort (maximum 60 working days). Logistical costs (venues, transportation, etc.) to be included in the financial proposal. The financial proposal shall include all costs related to the organization and delivery of two (2) executive workshops (each of two (2) days), including but not limited to stationery, venue rental, and catering. All such costs shall be clearly itemized and included within the overall financial offer. Logistics should not be embedded in or calculated as part of the cost per number of working days.

Q24. As the ToRs suggest two experts, is there any recommended team composition in terms of international and local experts?

A24. The tender defines two key expert roles (Team Leader / ESG Expert and Institutional Development and Skills Systems Expert), bidders are invited to propose a team composition they believe most appropriate to effectively deliver the assignment, taking into consideration the need for strong contextual understanding, stakeholder engagement, and technical expertise . Bidders should also ensure that the proposed team structure remains cost-effective and aligned with the overall level of effort, with all inputs clearly reflected in the financial proposal.

Q&A ESG Readiness & Institutional Capacity Building Tender

Q25. The ToRs indicate that English and Arabic are required for two workshops and for certain deliverables. As an international firm, we fulfil the English language requirement. To cover the Arabic language requirement, would it be acceptable to include a local interpreter for workshop facilitation and translation services? If so, can these services be included in the budget? Also, could the Arabic skills need in the individual meetings as well with Enterprises?

A25. It is acceptable for bidders to ensure Arabic language coverage through appropriate arrangements, such as engaging interpreters or translation support, particularly for workshops and relevant deliverables. These services may be included in the financial proposal as part of the overall cost structure.

However, it is strongly preferable to have Arabic-speaking team member, given considerations of cost-effectiveness and practicality, especially for workshops, stakeholder engagements (including meetings with enterprises), as well as the development and delivery of workshop materials, ESG toolkits and scorecard, to ensure smooth communication and quality outputs.

Q26. How many international trips are anticipated under this assignment?

A26. Bidders are expected to propose an approach that ensures effective delivery of the assignment, including any necessary travel. Any international trips should be justified within the proposed methodology and reflected in the financial proposal, in line with the overall level of effort and cost-effectiveness requirements.

Please note that any international travel and accommodation costs will be borne by the bidder and should not be included in the financial proposal.

Q27. How many local trips are anticipated, or will all activities take place within Aqaba Governorate?

A27. The tender allows for a combination of online and in-person engagements, including stakeholder consultations and meetings. Bidders are encouraged to propose a practical approach that balances remote work with targeted on-site presence in Aqaba, ensuring effective stakeholder engagement and delivery of key activities such as workshops. Bidders should ensure that any proposed approach remains cost-effective and within the overall level of effort, with all related costs (e.g., travel and missions) appropriately reflected in the financial proposal.

Q28. Could you please elaborate on the statement that “logistics will be arranged and coordinated through the Consulting Firm”? Should this cost element be included in the budget?

Q&A ESG Readiness & Institutional Capacity Building Tender

A28. Bidders will be responsible for planning and managing all necessary operational aspects required for the implementation of the assignment. This includes, but is not limited to, coordination of meetings, scheduling, travel arrangements, and any other logistical elements needed to ensure smooth and timely delivery of activities. Therefore, logistical costs (venues, transportation, etc.) to be included in the financial proposal. The financial proposal shall include all costs related to the organization and delivery of two (2) executive workshops (each of two (2) days), including but not limited to stationery, venue rental, and catering. All such costs shall be clearly itemized and included within the overall financial offer. Logistics should not be embedded in or calculated as part of the cost per number of working days.

Q29. The current submission deadline is 16 April. Would it be possible to grant a one-week extension?

A29. At this stage, the submission deadline remains as indicated in the tender documents (16 April). Any changes or extensions, if applicable, will be communicated officially through the same channels used for the tender publication.

Bidders are therefore advised to proceed based on the current timeline unless notified otherwise.

Q30. Do we need someone on site for the duration of 60 days, or can a portion of it be online?

A30. The tender allows for a combination of online and in-person engagements, including stakeholder consultations and meetings. Bidders are encouraged to propose a practical approach that balances remote work with targeted on-site presence in Aqaba, ensuring effective stakeholder engagement and delivery of key activities such as workshops. Bidders should ensure that any proposed approach remains cost-effective and within the overall level of effort, with all related costs (e.g., travel and missions) appropriately reflected in the financial proposal.

Q31. Does AESZA handle their ship operators or is it done externally?

A31. You can read more about ASEZA and how/where they operate at: https://aseza.jo/EN/Pages/About_ASEZA , further details will be shared with the selected consultant during the implementation phase

Q32. Does AESZA have an existing ESG strategy/team/policy/reports, decarbonization targets, existing sustainability training and sustainability strategy/report?

A32. Relevant information, documentation, and inputs available with Enabel, ASEZA, and partner institutions will be shared with the selected consultant during the implementation phase, as needed to support the assignment.

Q&A ESG Readiness & Institutional Capacity Building Tender

Q33. The ToR refers to a “streamlined assessment” and the development of practical toolkits and scorecards. We would appreciate your guidance on the expected level of depth in ESG integration.

Specifically, should the assignment:

- Remain at a high-level institutional readiness and operational alignment, or
- Extend toward more structured ESG frameworks (e.g., alignment with international reporting standards such as GRI or IFRS sustainability disclosures, or application of materiality assessments)?

A33. The scope of the ESG assessment does not include conducting detailed ESG assessments for each individual company, nor developing fully customized ESG scorecards per entity. Instead, the consultancy aims to:

- Conduct a streamlined, high-level ESG readiness assessment based on limited consultations and system review, resulting in a snapshot report of key gaps and priorities, not detailed company-by-company scoring.
- Generate aggregated insights across institutions.
- Develop practical, adaptable ESG toolkits and scorecard frameworks that can be applied and contextualized by partner institutions based on their sector and mandate

Q34. With regard to the ESG toolkit package and institutional scorecards, would you expect:

- Simple, operational tools designed for immediate institutional use (e.g., templates, checklists, basic KPIs), or
- More comprehensive frameworks that could potentially support future ESG reporting and disclosure processes?

A34. As indicated above in the scope: Develop practical, adaptable ESG toolkits and scorecard frameworks that can be applied and contextualized by partner institutions based on their sector and mandate

Q35. As the assignment is positioned within the Employment and Livelihood Programme (ELP), we would appreciate further clarification on how ESG integration is expected to support the programme’s core objective of enhancing access to decent employment and micro-business opportunities.

In particular:

- Are there specific ESG dimensions (e.g., social inclusion, gender equality, workplace safety, governance practices) that should be prioritized due to their direct link to employment outcomes?
- Should the ESG approach explicitly align with selected Sustainable Development Goals (SDGs), or is a general alignment sufficient?

Q&A ESG Readiness & Institutional Capacity Building Tender

A35. ESG integration under this assignment is intended to strengthen the quality, inclusiveness, and sustainability of skills development and employment pathways supported by the programme. In this context, ESG should contribute to improving institutional practices that enable safe, inclusive, and accountable work environments, as well as more resilient and responsible engagement with the private sector. By reinforcing shared standards and public–private coordination, ESG readiness enhances the quality and sustainability of the TVET–WBL pathway in Aqaba.

Regarding prioritization, while the TOR does not prescribe specific ESG dimensions, bidders are encouraged to consider aspects that are most relevant to employment outcomes, such as social inclusion (including gender and vulnerable groups), workplace conditions, governance, and responsible institutional practices, in line with the Aqaba context.

With respect to alignment with specific SDGs, bidders may reference recognized frameworks and good practices, including SDGs, where relevant, to strengthen the coherence and credibility of their proposed approach.

Q36. In relation to the United Nations Sustainable Development Goals (SDGs), could you kindly clarify whether the assignment is expected to:

- Take into consideration and map against all 17 SDGs, or
- Focus selectively on the most relevant SDGs aligned with the project’s objectives (e.g., employment, inclusion, and sustainable economic growth)?

A36. Bidders are encouraged to adopt a practical and focused approach, prioritizing the SDGs that are most relevant to the objectives of the assignment—particularly those linked to employment, inclusion, and sustainable economic growth.

Any alignment with SDGs **should remain proportionate to the scope of the assignment and support the overall objective of strengthening ESG readiness and institutional capacity.**

Q37. Could you kindly indicate whether the target institutions are expected to:

- Develop basic ESG awareness and initial systems, or
- Move toward more structured ESG management and monitoring practices within the scope of this assignment?

A37. The assignment is designed to support both aspects at a foundational level. On one hand, it aims to strengthen ESG awareness and understanding among key stakeholders through targeted capacity building. On the other hand, it introduces practical and structured ESG management elements, such as toolkits, operational guidelines, and scorecards to support initial monitoring and institutional application.

Overall, the focus is on establishing a solid and practical ESG foundation, rather than developing fully advanced or compliance-level ESG systems within the scope of this assignment.

Q&A ESG Readiness & Institutional Capacity Building Tender

Q38. Pricing

- shall the pricing include the professional fees, in addition to travelling, accommodation and other expenses?
- Are we expected to add expenses for booking a venue for training in addition to other relevant expenses?

A38. The tender allows for a combination of online and in-person engagements, including stakeholder consultations and meetings. Bidders are encouraged to propose a practical approach that balances remote work with targeted on-site presence in Aqaba, ensuring effective stakeholder engagement and delivery of key activities such as workshops.

Bidders should ensure that any proposed approach remains cost-effective and within the overall level of effort, with all related costs (e.g., travel, accommodation and missions) appropriately reflected in the financial proposal. However administrative fees shall not be included.

Bidders will be responsible for planning and managing all necessary operational aspects required for the implementation of the assignment. This includes, but is not limited to, coordination of meetings, scheduling, travel arrangements, and any other logistical elements needed to ensure smooth and timely delivery of activities. Therefore, logistical costs (venues, transportation, etc.) to be included in the financial proposal. The financial proposal shall include all costs related to the organization and delivery of two (2) executive workshops (each of two (2) days), including but not limited to stationery, venue rental, and catering. All such costs shall be clearly itemized and included within the overall financial offer. Logistics should not be embedded in or calculated as part of the cost per number of working days.

Q39. Given the proximity of the submission deadline to the Easter holiday period, we would like to kindly inquire whether a short extension of the submission deadline could be considered, to allow sufficient time for the preparation of a high-quality proposal and coordination with potential experts.

A39. At this stage, the submission deadline remains as indicated in the tender documents (16 April). Any changes or extensions, if applicable, will be communicated officially through the same channels used for the tender publication. Bidders are therefore advised to proceed based on the current timeline unless notified otherwise.

Q40. In addition, we would appreciate your clarification on the following point related to financial proposal preparation:

– Regarding international & local travel and accommodation costs for missions to Aqaba, could you please confirm whether these costs are expected to be fully included within the financial offer or those are to be covered separately by Enabel?

Q&A ESG Readiness & Institutional Capacity Building Tender

A40. The tender allows for a combination of online and in-person engagements, including stakeholder consultations and meetings. Bidders are encouraged to propose a practical approach that balances remote work with targeted on-site presence in Aqaba, ensuring effective stakeholder engagement and delivery of key activities such as workshops.

Bidders should ensure that any proposed approach remains cost-effective and within the overall level of effort, with all related costs (e.g., local travel, accommodation, and missions) appropriately reflected in the financial proposal. However administrative fees shall not be included.

However, any international travel and accommodation costs will be borne by the bidder and should not be included in the financial proposal.

Q41. Clarification on Technical and Financial Proposals: Page 34 states that the technical offer should include the firm's expertise, the methodology, and the financial proposal (“The Consulting Firm willing to apply shall include in their technical offer i) expertise of The Consulting Firm submitting the Proposal ii) methodology and work plan as per instructions. iii) financial proposal”)

Could you please confirm if the financial proposal is intended to be integrated into the technical document, or if it should be submitted as a separate file to ensure an independent evaluation?

Our questions; shall we include the technical and financial -according to the RFP prices template- in the same file or two different files?

A41. The financial proposal has a template “ Prices” please fill all the templates.

Yes same file

Q42. Proposal Structure and Formatting: Should our submission be structured according to the three sections listed on page 34, or should it follow the "Section 6" forms found on pages 37 through the end of the document? Additionally, if we are to use the Section 6 forms, should each be submitted as an individual file or combined into a single document?

our question is to submit all forms in one file or each as separate file? We note here that the RFP is only for companies not individuals

A42. I didn't get what you mean by each submit individual or one single company? In case of companies the company should fill all the forms in section 6, in case of individuals also one offer for all with the identification form for each but the rest of annexes should be consolidated

yes one file together

Q&A ESG Readiness & Institutional Capacity Building Tender

Q43. Documentation Definitions (Section 6.7): With reference to the exhaustive list of requirements on page 47, please provide specific definitions or confirm the sufficiency of the following:

- Active bank account for the last 2 years: Would an official letter from our bank confirming the account is currently active satisfy this requirement?
- Deduction at Source Certificate: Does this refer specifically to a Tax Clearance Certificate?
- Non-sentence Certificate: Please confirm if this is equivalent to "Non Criminal Record" for the company's legal representatives.

A43:

- Yes
- Yes
- Yes

Q44. Certificates of Completion (Clause 6.4): Regarding the request for completion certificates for each project, would alternative evidence—such as a printed email confirmation from the client or samples of previous work—be acceptable in cases where a client is unable to issue a formal certificate during the RFP period?

A44. No only certificate from the targeted company

Q45. Is the identification of Vocational Training Institutions (VTIs) and other stakeholders for consultations predetermined by Enabel, or will the consultant be responsible for selecting the institutions to be involved in the process?

A45. The list of entities will be shared in advance by ASEZA. At this stage, the initially identified sectors include: hotels and tourism, airports, data centers and technology, community and environmental initiatives, marine, chemicals, garment, steel structure and sheet fabrication, and vocational training. Approximately 30 entities have been preliminarily identified.

Q46. What is the process for making the mentioned documentation available for review (stakeholders policies, procedures etc)? Will the documentation pertain to a selected sample of stakeholders, ASEZA, all participants, or will there be another medium of information sharing provided?

A46. Access to relevant documentation (e.g., policies, procedures, and institutional materials) will be facilitated during the implementation phase, in coordination with ASEZA and relevant stakeholders. The scope of documentation will depend on availability and relevance, and may include ASEZA and a selected sample of partner institutions (e.g., VTIs and employers) involved in the assessment. Bidders are expected to adopt a flexible and practical approach to information gathering, combining document review with stakeholder consultations to ensure a comprehensive yet streamlined assessment.

Q&A ESG Readiness & Institutional Capacity Building Tender

Q47. Is there an expected number of attendees for the workshops? Additionally, how many workshops are expected to take place? Please clarify if there is a specific budget allocated for the setup of workshop venues, catering, and other related expenses.

A47. The delivery of a two (2) Executive ESG Workshops, each of two days, targeting key institutional stakeholders (e.g., ASEZA, partner institutions, and employers). The number of participants could range between 20 -25, as it will be coordinated during implementation.

Bidders are expected to propose an approach that ensures relevant content, appropriate level of customization, and effective stakeholder engagement, aligned with the objective of strengthening institutional understanding and application of ESG principles.

Logistics will be arranged and coordinated through bidders and therefore, logistical costs (venues, transportation, etc.) to be included in the financial proposal. The financial proposal shall include all costs related to the organization and delivery of two (2) executive workshops (each of two (2) days), including but not limited to stationery, venue rental, and catering. All such costs shall be clearly itemized and included within the overall financial offer. Logistics should not be embedded in or calculated as part of the cost per number of working days.

Q48. Can you confirm that, according to the RFP, a hybrid working plan is acceptable for conducting stakeholder engagement sessions?

A48. The tender allows for a combination of online and in-person engagements, including stakeholder consultations and meetings. Bidders are encouraged to propose a practical approach that balances remote work with targeted on-site presence in Aqaba, ensuring effective stakeholder engagement and delivery of key activities such as workshops.

Bidders should ensure that any proposed approach remains cost-effective and within the overall level of effort, with all related costs (e.g., travel and missions) appropriately reflected in the financial proposal.

Q49. Will the tools and scorecards to be developed be specific to ASEZA, or will they be applicable to ASEZA as well as all other participants? The current assumption is that a generic, fit-for-purpose toolkit designed to support maturity will be developed for broad use.

A49. The tools and scorecards are expected to be developed primarily for ASEZA and its partner institutions, while being practical, adaptable, and applicable across different types of entities involved in the assignment (e.g., VTIs, employers) that is, can be applied and contextualized by partner institutions based on their sector and mandate.

As such, the intention is to develop fit-for-purpose, flexible tools and frameworks that can be used broadly and adapted to different institutional contexts, rather than highly customized tools for each individual entity.