

Questions and answers

REQUEST FOR PROPOSAL in the procurement of Energy Expert Consultant as Global Advisors under a Framework Agreement (possibility for multiple providers) to the International Council of Swedish Industry (NIR)

Question 1: Anticipated value of call-off assignments

- The RFP notes an anticipated value of 1-2 MSEK per year. What is the likely size of individual call-offs?

Answer:

- The size of the call-off assignments will vary but usually between 300 000 SEK up to 2 MSEK.

Question 2: Selection of service providers

- What is the selection process for each call-off in the event multiple services providers are contracted?

Answer:

- If multiple tenderers are selected and contracted under framework agreements, NIR will select the most suitable of these consultants for each assignment only in terms of most relevant country and sector experience.

Question 3: Submission of Self-Declaration

- Should the Self-Declaration be submitted as a third separate document, or included as part of the Technical Proposal?

Answer:

- The Self-Declaration shall be submitted as a separate document.

Question 4: Submission of two (2) references

- 4A: The Technical Proposal requires 2 references. Are there specific requirements for what the references shall include?

- 4B: Shall the references be organisational-level references (i.e., project references demonstrating the company's or consortium's experience and past performance, similar to those listed under Point 3), or individual expert references (i.e., contact persons who can verify the performance of the proposed key experts on previous assignments)?

Answer:

- 4A: It shall include name, organisation, email and telephone details for contacting, as well as a short description of the assignment and the contact person's relationship or role during that assignment.
- 4B: It shall be individual expert references, such as contact persons that can verify the experience and performance of the proposed experts and the consultancy organisation.

Question 5: Restriction of bidders' nationality

- Are there any restrictions of the nationality of the tenderer?

Answer:

- No. Bidders of all nationalities are allowed.

Question 6: Weighting method for evaluation of CVs

- On page 8 in the RFP, two different weighting methods are provided for evaluation of the CVs (40%/30%/30% vs. 30 point / 10 points / 10 points). Please confirm which weighting will be used in evaluating the submissions.

Answer:

- This is a mistake on behalf of NIR for which we apologize. The correct weighting which will be evaluated is 30 points / 10 points / 10 points for each of the required roles.

Question 7: Evaluation of more than 3 submitted CVs

- The technical evaluation requires 3 CVs and the schedule in the Financial Proposal also only allows for 3 team members. However, the RFP allows for up to 5 CVs being submitted and encourages including additional local experts for the 5 partner countries. Please confirm whether (and if relevant, how) any additional CVs will be evaluated.

Answer:

- As specified in the RFP, it is allowed to propose up to five (5) CVs contributing to the several or different requirements under each of the three (3) required roles. For example, it is allowed to submit 4 CVs with two people meeting the requirements for one role combined. Their CVs will be evaluated according to the criteria for the role that they are proposed to fill. Local consultants will not be evaluated separately according to any other criteria, as project country expertise is one of the criteria that will be evaluated and advantageous.
- We are aware that many consultancies will have more than 5 relevant experts that could contribute and provide services under a Framework Agreement with NIR. However, since we evaluate the CVs for proposed team members against each other during the evaluation, it is not advised to submit more than 5 CVs as they will not be evaluated.