

Question and Answer Period

Consultancy to Build Capacity and Estimate Carbon Stocks for CBF EBA Facility Projects in the Caribbean Region 3407.04.05.2024.CBF

- 1. Q: Will it be necessary to develop a tool based on the methodology for calculating carbon stock reductions/improvements and baselines?**

A: Yes, it will be necessary to develop practical tools for measuring/calculating carbon accounting and baselines, taking into consideration that some methodologies may be more appropriate for one context or another.

- 2. Q: Regarding project tax retentions, will international firms be exempt from these?**

A: The Controlling Law for the contract that may arise from this RFP is District of Columbia, the United States of America. PADF will not withhold any taxes but the interested bidders must include any local tax that may be charged in the cost proposal.

- 3. Q: Regarding on-site workshops, as described in the RFP document, we understand that only 1 or up to 2 workshops shall be celebrated on-site. Could you please confirm if the workshop organization costs (travel fees of the team experts, venue, catering, etc.) shall be born by the contractor? Would it be possible to know already the preferred location for the 1-2 in-person workshops?**

A: Travel fees of the team experts need to be borne by the contractor and clearly expressed in the proposed budget. Venue and catering will be borne by PADF. The location of the workshops could be within one of the CBF priority countries. Potential countries for one or two in-person workshops are Dominican Republic and Jamaica but locations will need to be confirmed with CBF once the consultant is selected.

- 4. Q: The ToR indicate that the proposed budget shall be provided as per the format shared in Annexes ("Please included completed Budget Template Provided with this Request for Proposals / Tender Document"). However, we only see annexed to the RFP document Annex 1. Vendor Information Form and Annex 2. PADF Code of Conduct. Could you kindly advise how to find the required format for the financial proposal or whether we shall not use any specific format for that?**

A: Please see the Procurement site for the budget template:
<https://www.padf.org/procurement-opportunities/>

- 5. Q: Can you please specify if the collection of baseline data is to be carried out on the ground, by implementing a methodology that involves soil sampling and testing (more accurate), or is it expected to be collected using remote-sensing tools (more inaccurate)?**

A: This will depend on the feasibility of implementing these methodologies in each country, as well as the anticipated costs associated with each methodology. The collection of baseline data can be carried out in partnership with CBF partners in each country. However, the idea is to have the baseline data carried out on the ground at least in one country by implementing a methodology that involves soil sampling and testing.

- 6. Q: If the chosen methodology is the accurate one, could this effort be carried out by each EBA project grantees, under the methodological guidance of the consultants?**

A: Yes

- 7. Q: Could you please specify your expectations regarding the Consultant's responsibilities in baseline data collection? Are the consultants expected to execute data collection in the field for all (or some of) the projects?**

A: The consultant will be expected to support the execution of data collection in the field for some projects, as the budget allows, either through on-the-ground data collection or using remote-sensing tools.