

Q&A for “Cost-Benefit Analysis of Taxes and Duties on Clean Cooking Solutions in Kenya”

- It is noted in the RFP that consumer interviews and/or focus groups should ideally feed into the research, subject to prevailing Covid-19 restrictions. Does CCA have any existing consumer panels and/or focus groups that could be leveraged, or is it expected that the consultant recruits focus group members specifically for this study? If the latter, would it be acceptable for our financial proposal to include an ‘optional’ budget line for the cost of collecting this additional evidence, which would only be charged if applicable?

A: It is expected that the consultant will work with the Clean Cooking Association of Kenya (CCAK) to identify consumer groups for interviews/focus group discussions, taking into consideration Covid- 19 restrictions. The consultant can include an ‘optional’ budget line for the costs of collecting information from consumers.

- The evaluation criteria stated on p6 of the RFP include a requirement that “the proposed pricing is within budget”, but no budget is stated. Please clarify the budget, and/or how it is intended that this will be applied.

A: The CCA plans to make an award for this assignment within the range of USD 25,000-USD35,000.

- The budget is to be provided pre and post-tax. Please confirm the jurisdiction in which the contracting entity resides. We understand that CCA is based in the US and assume that we would be contracted with a US entity.

A: Yes, this is correct.

- Please confirm that the consultant’s technical and financial proposals should be contained in the same document.

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- On p7 of the RFP there is a request for a “signed declaration form”. Please confirm the format for this form.

A: Please look here: <https://www.cleancookingalliance.org/resources/602.html>

- What is the cap for indirect costs to be considered?

A: The consultants should cap in direct costs at 20%

- Is there a desired format for the proposals, or is that at the discretion of each bidding organization?

A: Each bidding organization can submit proposals in their desired format, but all proposals should be submitted as PDF to CCA by the deadline.