



CLARIFICATION MATRIX FOR BIDDER NO. 1

Design and Implementation of The Ethiopia Export Development Program

TENDER NUMBER: PRQ20241342

April 23, 2025

FUNDED BY

French Development Agency



CLARIFICATION MATRIX NO. 1
Design and Implementation of The Ethiopia Export Development Program
[PRQ20241342]

This Bid Clarification Matrix No. 1 is an integral part of the solicitation document **and, as such, should be carefully reviewed** by service providers when preparing and submitting bids.

All communications must be addressed to the procuring entity, TradeMark East Africa, through procurement@trademarkafrica.com as outlined in the tender document.

QUESTIONS AND ANSWERS

S/No.	Questions	Clarification Response	Status
1.	Is it mandatory to meet all the eligibility requirements as an applicant? participating as partners of the JV.	Yes, for a Joint Venture (JV), the lead member and any member with a registered office outside Ethiopia must meet all eligibility requirements of the EOI. Other JV members considered subconsultants do not need to meet these criteria, but their experiences and qualifications are not evaluated.	
2.	Can you clarify eligibility criterion D regarding the requirement for experience in an English-speaking developing country?	Eligibility criterion D requires that the Applicant demonstrate experience delivering similar services in an English-speaking developing country outside their country of registration. This ensures familiarity with operating in similar linguistic and developmental contexts. An "English-speaking developing country" refers to a nation recognized as a developing economy where English is an official or primary language of business and administration (e.g., Kenya, Uganda, Nigeria). The experience must have been completed within the last 7 years.	
3.	Can reference projects that are ongoing or extended beyond their initial contract period, supported by completion or partial completion certificates, be submitted as evidence of similar experience under Section	Only projects completed within the last 7 years are eligible. Ongoing projects or those extended beyond their initial period but not fully completed do not qualify. Documented evidence must include completion certificates, final reports, or contracts verifying full completion and the contract value (minimum USD 300,000). Partial completion certificates are not acceptable.	
4.	The two procurements are similar and both highly relevant to the experience of NIRAS in the country, region and beyond. Is TMA open to potentially contract the same contractor for both procurements, subject naturally to the quality of	TMA evaluates each procurement independently based on the quality of the tender and compliance with EOI requirements. There is no restriction preventing the same contractor from being awarded multiple contracts, provided they meet all eligibility and evaluation criteria for each procurement and demonstrate sufficient capacity to deliver both effectively. However, TMA reserves the right to assess potential conflicts of interest or capacity constraints	

S/No.	Questions	Clarification Response	Status
	the tender?	during the evaluation process.	
5.	Can TMA provide the comprehensive Terms of Reference to support our preparation for the EOI submission?	At the EOI stage, the detailed Terms of Reference are not provided, as per standard AFD procurement practices. The EOI document outlines the program's scope, objectives, and services required. Shortlisted Applicants will receive the comprehensive ToR with the Request for Proposals. Applicants should use the EOI information to demonstrate relevant experience and qualifications.	
6.	Under Section 6.2, must reference projects be fully completed, or can ongoing projects with expenditures exceeding USD 300,000 in the last 7 years be included? Additionally, what constitutes acceptable "documented evidence"?	Projects must be fully completed within the last 7 years to qualify, ongoing projects, even if they exceed USD 300,000, are not eligible. Documented evidence includes completion certificates, signed contracts, final project reports, or client references confirming the project's completion, scope, value (minimum USD 300,000), and alignment with the technical areas and services outlined.	
7.	on Page 7, the reference to technical areas of expertise "IV, V, VI, VII" is unclear. Does it refer to points i.a) and ii.b, c, d in Section 6.2.C?	Yes, it refers to 6.2.C listed as (IV, V, VI, VII) under technical areas of expertise	
8.	For criterion D, can reference projects conducted in English in non-English-speaking developing countries be included? Additionally, what defines an "English-speaking" developing country?	The requirement for criterion D is that the experience must have been delivered in an English-speaking developing country, defined as a developing nation where English is an official or primary language of government, business, or administration (e.g., Kenya, Ghana, Zambia). Contracts carried out in English in non-English-speaking countries do not qualify. The criterion ensures familiarity with English-based administrative and trade environments in developing contexts.	
9.	The deadline for sending the EOI is noted as the 5 th May 2025. Given the Easter period this weekend, and the fact that many people will not be working over the next few days, is there the possibility of an extension of this deadline?	The deadline for EOI submission is 5 May 2025, 10:00 AM. TMA acknowledges the Easter period but has provided sufficient lead time for preparation. No extension is currently planned. Applicants are encouraged to submit early to avoid last-minute issues. For further inquiries, contact procurement@trademarkafrica.com , noting that responses will not be provided within 7 days of the deadline (Section 8).	