



BID CLARIFICATION MATRIX 4

**FOR
CONSULTANCY SERVICES FOR CONSTRUCTION SUPERVISION FOR THE UPGRADE OF THE TOGWAJAALE
BORDER CROSSING BRIDGE, BETWEEN ETHIOPIA AND SOMALILAND**

[TENDER NO: PRQ20241492]

FINANCED & PROCURED BY

TRADEMARK AFRICA

10TH JULY 2025

TENDER TITLE: CONSULTANCY SERVICES FOR CONSTRUCTION SUPERVISION FOR THE UPGRADE OF THE TOGWAJAALE BORDER CROSSING BRIDGE, BETWEEN ETHIOPIA AND SOMALILAND

TENDER NUMBER: PRQ20241492

This clarification matrix forms an integral part of the tender document and therefore, *must be considered* carefully considered by service providers in preparation and submission of bids.

It is divided into two sections: -

1. Section 1 contains the clarifications to queries raised and requested through the official bidding clarification email address (that is procurement@trademarkafrica.com).
2. Section 2 contains general tips on how to prepare and submit a competitive bid.

All communications must be directed to the procuring entity, Trademark Africa through procurement@trademarkafrica.com as provided for in the tender document.

SECTION 1: QUERIES AND RESPONSES

These clarifications are for those queries sought by bidders in line with the RFP of the tender document:

S/ No	Query	Response	Status (closed/ open/ pending)																																																		
1.	<p>The clarification response mentions that the minimum time input for key experts should be 36.5 man-months. However, Section 5 – Terms of Reference, Clause 10.4, indicates a total of approximately 39.5 man-months for key staff. Kindly clarify whether we may reduce the input to 36.5 man-months, or please provide the revised and confirmed man-month requirement to be considered for compliance.?</p> <p>Yes, we received June 25, 2025 clarification response, but our question is when we sum up man month of staffs , we got a total of 39.5, but you stated that the sum is 36.5. Please review it</p>	<p>The staff input under section 10.4 of Terms of Reference is 36.5. We have rechecked and reconfirmed that the total input of 36.5 is correct.</p> <table><tr><th>No</th><th>Key staff</th><th colspan="3">Inputs (months)</th></tr><tr><th></th><th></th><th>Supervision phase</th><th>DLP phase</th><th>Total</th></tr><tr><td>1.</td><td>Team Leader/Civil Engineer or Structural Engineer</td><td>6</td><td>1.5</td><td>7.5</td></tr><tr><td>2.</td><td>Quantity Surveyor</td><td>1.5</td><td>0.5</td><td>2</td></tr><tr><td>5.</td><td>Geotechnical Engineer/ Materials Engineer</td><td>4</td><td>0</td><td>4</td></tr><tr><td>7.</td><td>Topographic Surveyor</td><td>1</td><td>0</td><td>1</td></tr><tr><td>8.</td><td>Environmentalist</td><td>1.5</td><td>0.5</td><td>2</td></tr><tr><td>9.</td><td>Works Inspector</td><td>6</td><td>1</td><td>7</td></tr><tr><td colspan="2">Sub Total 1</td><td>20</td><td>3.5</td><td>23.5</td></tr><tr><td colspan="2">Support staff (Mandatory)</td><td colspan="2"></td><td></td></tr></table>	No	Key staff	Inputs (months)					Supervision phase	DLP phase	Total	1.	Team Leader/Civil Engineer or Structural Engineer	6	1.5	7.5	2.	Quantity Surveyor	1.5	0.5	2	5.	Geotechnical Engineer/ Materials Engineer	4	0	4	7.	Topographic Surveyor	1	0	1	8.	Environmentalist	1.5	0.5	2	9.	Works Inspector	6	1	7	Sub Total 1		20	3.5	23.5	Support staff (Mandatory)					Closed
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2.	<p>The tender documents define this project as an upgrade of the existing bridge structure. However, based on the available design drawings (Volume 4) and our technical review, we note the following:</p> <ul style="list-style-type: none">• The proposed box culvert dimensions (e.g., 4 spans × 6 meters) exceed the actual available river span at the existing bridge site.• There appears to be no alignment between the geometry of the new structure and the natural topography or hydraulic conditions of the site.• If the existing structure is to be fully demolished, the new culvert may encroach beyond the natural channel width, leading to design feasibility, environmental, and cost implications <p><i>Request for Clarification:</i> Given the above, we respectfully request TMA’s guidance on the following:</p> <ol style="list-style-type: none">1. Can the proposed box culvert design be adjusted during the inception phase to suit actual site measurements and river span?2. Is there hydraulic justification or geotechnical data that supports the use of the current culvert dimensions (e.g., flood frequency, velocity)?3. Will the winning consultant be authorized to propose design modifications based on site validation?4. If alignment adjustments are required, will TMA provide an updated site survey or topographical data for accurate planning?	<p>Please proceed as it is stated in the BoQ and Drawings. Adjustment will be done during the setting out of the project.</p>	Closed																									

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SECTION 2: TIPS ON HOW TO PREPARE AND SUBMIT A COMPETITIVE BID

1. Administrative: -

- 1.1 Correct language (with translation/s where different language is used);
- 1.2 Timelines complied with;
- 1.3 Full response to tender requirements;
- 1.4 Attachment of required documents as per the bid instructions such as:
 - 1.4.1** Registration certificate/s;
 - 1.4.2** Tax compliance/ registration;
 - 1.4.3** Professional registrations such as that for engineers, architects, environmentalists, accountants, supply chain experts, etc.;
 - 1.4.4** Power of attorney; and
 - 1.4.5** Audited accounts for the years requested.
- 1.5 Accurate sealing/ naming of bids envelopes; and
- 1.6 Timely submissions (no last-minute rush!).

2. Technical: -

- 2.1 Very good methodology:
 - 2.1.1 Good work-plan.
 - 2.1.2 Understanding of TORs.
- 2.2 Evidenced based experience;
- 2.3 Excellent proposed team of experts/ personnel;
- 2.4 Compliant structure of bid;
- 2.5 Signed CVs of proposed experts/ personnel alongside declaration by individual of her/ his CV not being used by any other firm within the same bid especially where cross-biding is barred;
- 2.6 Keen attention on high/ important technical requirements/ qualifications areas & scoring more;
- 2.7 Quality assurance of the bid;
- 2.8 Well arranged, titled and easy to read proposal;
- 2.9 Defined jargon where used;
- 2.10 Demonstrated creativity and uniqueness of the technical bid;

3. Financial: -

- 3.1 Inclusion of taxes when advised to.
- 3.2 Fair pricing.
- 3.3 Signed submission form/s.

4. Post-award: -

- 4.1 Positive due diligence.
- 4.2 Accurate bid information.
- 4.3 Good performance (quality, cost, quantity, etc.) on award of contract.

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(21.02.2023)**