

RESPONSE TO QUERIES RECEIVED:

No.3

**REF. NO. CCCCC/KfW COASTAL PROTECTION FOR CLIMATE CHANGE
ADAPTATION IN THE SMALL ISLAND STATES IN THE CARIBBEAN PROJECT NO.
2012.9762.1 – INVITATION FOR EXPRESSIONS OF INTEREST (EoI-01/14)**

1. The services of the IC are needed for a four year period, however, the project will be carried out over 5 years. Can you please explain why the IC is not being engaged for the full 5-year project period?

RESPONSE: It is expected that the procurement and contracting process for the Implementation Consultant will be completed by June 2015, which is one (1) year into project implementation period. Therefore the Implementation Consultant's contract will be limited to four (4) years.

2. Is there already an approved or earmarked budget for the IC over the four year period? If yes, can you please share this information with us?

RESPONSE: Please refer to Item 4 in our "Response to Queries Received No. 1" which is currently posted on the Germany Trade and Invest (GTAI) and the Caribbean Community Climate Change Centre (CCCCC) websites.

3. Is the intention to hire the IC and/ or IC Team staff on a part-time or full-time basis? Or is this something to be determined based on available budget and specific needs as outlined in a more detailed proposal from a shortlisted IC?

RESPONSE: Shortlisted candidates will be required to outline their approach to the assignment including (but not limited to) operational matters such as staff work effort, which would be necessary to deliver on the scope of works envisaged for the consultancy.

4. Operational Manual:

- a. We understand that the Operational Manual will also define the decision-making processes with roles and responsibilities for the IC, Project Manager, Project Steering Committee, etc in relation to approval of proposals, monitoring and evaluation, etc - is this correct? Particularly, will it define the IC roles in "supporting" and "assisting"?

RESPONSE: As stated in the EOI (section 4c), the Operations Manual will at a minimum outline the overall project direction; the roles and responsibilities of involved parties; planning, approval and selection of Local Adaptation Measures; procurement procedures as well as monitoring and reporting procedures.

- b. Has an overall strategy for implementing the project already been developed? That is, has a specific investment strategy for the funds with outputs, outcomes and expected results to be achieved by the project already been clearly defined? If yes, is it possible to share this information? Or will this be something that will be fleshed out in the Operational Manual with input from the IC?

RESPONSE:

The Project Agreement as finalized in June 2014 between the German Development Bank (KfW) and the Caribbean Community Climate Change Centre (CCCCC) outlines the overall strategic outlook for the Project. The selected Implementation Consultant working alongside the Project Implementation Unit and other partners will elaborate greater details within the established strategic framework. These details are expected to be included in key documents such as the Operational Manual.

The published Invitation for Expressions of Interest (EOI) presents all the information required to facilitate responses at this stage of the procurement process. Additional information will be made available to the shortlisted candidates.

- 5. Similar to the question above, does the project already have a strategy to guide the choices below and/ or will this be determined or refined/validated via a participatory process at project inception?
 - a. the distribution of funds to the participating countries (i.e. are all 4 countries to be treated equally or are there identified priorities for implementation)

RESPONSE: To be determined with the assistance of the selected Implementation Consultant

- b. distribution of funds to governmental versus non-governmental institutions in the participating countries?

RESPONSE: To be determined with the assistance of the selected Implementation Consultant

6. Will the Disposition Fund be administered by the Project manager or by the IC?

RESPONSE: The Implementation Consultant will support the Project Manager in the management of the Disposition Fund as stated in Item 4. b of the Invitation for Expressions of Interest.

7. Will there be different pots – e.g. large funds and small grants which can be accessed by lower capacity NGOs and CBOs in particular?

RESPONSE: To be determined with the assistance of the selected Implementation Consultant.

8. Will there be provisions for facilitating exchanges among grantees in the four countries? What role will the IC play in this?

RESPONSE: The specifics are to be determined. Shortlisted candidates will be required to indicate their approach related to operational matters.

9. Does the project plan on having a mid- or final- evaluation carried out over the 5-year implementation period? If yes, will it be conducted in a participatory manner or is it planned as an independent evaluation by an external consultant?

RESPONSE: Mid-Term and Final Evaluations will be conducted by independent external consultants who will engage with internal and external stakeholders.

10. We understand that the Expression of Interest must be submitted in hardcopy. Can you please confirm if a softcopy version via email is also needed?

RESPONSE: Electronic Expressions of Interest are not allowed. Please refer to Item 1 in our “Response to Queries Received No. 1” which is currently posted on the Germany Trade and Invest (GTAI) and the Caribbean Community Climate Change Centre (CCCCC) websites.