



MINISTRY OF FINANCE AND ECONOMIC MANAGEMENT

DEVELOPMENT COORDINATION DIVISION
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22 February 2016

RE: Request for Proposal for Project Manager Manihiki Lagoon Clean Up No: 151632

Notice 5 – Responses to Queries received

Ref No.	Query	Response
1	<p>The reports so far doesn't identify priority areas to be cleaned nor does the RFP say actual lagoon waste for removal and disposal. One of the photos in one of the relevant documents show six asbestos sheeting from collapsed sorting platform on kaa. Will this be part of the waste removal programme?</p> <p>Just to clarify is the Project Manager required to:</p> <ul style="list-style-type: none"> conduct the tender process for procurement of contractor to remove lagoon waste? Seems an additional workload. risk management plan that takes into consideration of the possible removal of other lagoon waste such as the six asbestos sheeting from collapsed sorting platform in one of the report photos? do an evaluation report as part of the Te Tarai Vaka reporting mechanism? 	<p>Refer to Notice 2 point 2 & 4.</p> <p>On page 5 & 19 of the RFP this provides the scope of services to be addressed.</p> <ul style="list-style-type: none"> A draft lagoon clean-up plan with identification and confirmation of priority clean-up areas. This includes finalising negotiations for priority clean-up areas and public consultations to finalise negotiations with the Manihiki Island Government on the environmentally friendly waste disposal methodology and a Terms of Reference for the clean-up contract. A contract to be awarded to a waste removal and disposal contractor. This will require management of the tender process from advertisement through to the successful awarding of the tender. <p><i>Procurement systems and processes are already in place for this aspect of the job with MFEM guidance if required.</i></p> <ul style="list-style-type: none"> Monthly contract progress reports and a completion report using the Cook Islands Government Te Tarai Vaka reporting systems. The monthly progress would include monitoring and evaluation aspects of the project against agreed work plan The need for internal evaluation in accordance with Te Tarai Vaka requirements will involve decision making with the Project Panel. Normally an evaluation of the entire cycle of this three year project is conducted by an external party not the same person who is implementing the project.
2	<p>The TFR mentions the use of the Te Tarai Vaka activity management system.</p> <p>Was a concept note done for this project? Would like to access this for review of initial risk analysis.</p>	<p>As per the ad this project is only one component of this three year project. Te Tara Vaka was only endorsed after this project came into place.</p> <p>The TFR already provides key information required of a concept note such as rational and analysis for conducting this work, background analysis, key risks in conducting this work, activity purpose and expected results, governance arrangements and such also derived from the Grant Funding Arrangement with New Zealand Aid.</p>

Kind Regards,


Michelle Aisake

Proposal Manager No: 151632