



**ADDENDUM NO.1
for
REQUEST FOR OFFERS**

Issued on: September 20, 2024

**Millenium Challenge Account - Kosovo
On Behalf of:
The Government of Kosovo**

**Funded by
THE UNITED STATES OF AMERICA**

**through
THE MILLENNIUM CHALLENGE
CORPORATION**

**for
Procurement of Consultant Services**

**Implementation of JETA Energy Skills for the
Future Activity**

24-4003



Preamble

This addendum to the RFO 24-4003 issued on July 30, 2024 for “Implementation of JETA Energy Skills for the Future Activity” is made on the **September 20 2024** by the **Millenium Challenge Account - Kosovo**, in accordance with Section I. Instructions to Offerors (ITO) under paragraph 9. Amendment of RFO. The MCA - Kosovo agree to issue the Addendum No.1 and the following terms and conditions of the RFO are hereby modified:

1. SECTION II. DATA SHEET (DS)/ITO 30.1, is amended to read as follow:

ITO 30.1	<p>The Accountable Entity’s Bid Challenge System is provided on the Accountable Entity’s website:</p> <p>https://mcakosovo.org/storage/app/uploads/public/660/53d/5db/66053d5dbf476721461771.pdf.</p> <p>The Protest Fee applicable in this instance is USD 3,000.00.</p>
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2. SECTION III. QUALIFICATION AND EVALUATION CRITERIA, 3.4 Evaluation Criteria, ITO 24.1 Criteria, sub-criteria, Key Personnel, is amended to read as follows:

	<p><u>Key Personnel</u></p> <p>Extent to which proposed Personnel, as identified by the Consultant in its Organizational Structure, meet and exceed the qualifications and experience requirements individually in the RFO based upon:</p> <ul style="list-style-type: none"> • CVs for each proposed Key Personnel • References for each individual proposed as Key Personnel. <p>If the proposed Key Personnel has worked for another MCC funded program in the past, please submit a reference letter from an official at each Accountable Entity (MCA) with substantial knowledge of the person’s work.</p> <p><u>Key Personnel:</u></p> <ul style="list-style-type: none"> • Team Leader – 20 points • Energy Sector Training Expert – 10 points • Gender and Social Inclusion Expert – 10 points <p>CVs for Key Personnel have to be submitted in the technical proposal and will be evaluated.</p> <p>CVs of Non-Key personnel do not have to be submitted however, a detailed list of positions, name of staff, qualifications, responsibilities and tasks assigned for the remaining non-key personnel is required</p>	
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	<p>within TECH-6-and will be evaluated as part of the Organization and Staffing.</p> <p>MCA-Kosovo reserves the right to interview one or more Key Personnel. If MCA determines to conduct interviews, these interviews will be conducted before the technical scores are made final.</p> <p>The objective of the interview with Key Personnel is to validate the relevance of experience stated in the CV and the final scores related to experience sub-criteria of the Key Personnel will be reviewed based on interview results.</p> <p><u>Reference check</u></p> <p>If the proposed Team Leader- Vocational Education and Training Systems Expert has worked for another MCC-funded program in the past as key expert, the Offeror must submit a reference letter from an official at each Accountable Entity (MCA) with substantial knowledge of the person’s work, if available. Also, the Procurement Agent will check the MCC CPPR system, and the results will be shared with the evaluation panel members for consideration in the score.</p>	
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3. **SECTION IV A. TECHNICAL OFFER FORMS: Form TECH-4. Experience of the Offeror, section: References,** is amended to read as follows:

References [Provide the name of a referee, along with a valid email and phone number, as this information will be used for reference checks during the evaluation process]

The modified Form TECH-4. Experience of the Offeror is included as an Annex 1 to this Addendum.

4. **SECTION V. TERMS OF REFERENCE,** Section 9, Annexes is amended to include Annex 6 and Annex 7 as follows:

- A6-ESFA DDR_Final
- A7- ESFA DDR_Infrastructure and Equipment Report_Final

All other provisions of the Request for Offer issued on July 30, 2024, which are not covered in this Addendum remain unchanged.

Drilon Potera

Signed by:

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Acting Procurement Director
MCA Kosovo

Annex 1 to Addendum No. 1

Form TECH-4. Experience of the Offeror

[Using the format below, provide information on each relevant assignment for which your firm, and each Associate for this assignment, was legally contracted either individually as a corporate entity or as one of the major companies within an association, for carrying out consulting services similar to the ones requested under the Terms of Reference included in this RFO. **This shall include all MCC-funded assignments of a similar nature.** Failure to include experience in any project where MCC funds were used may result in disqualification of the Offer. The Offer must demonstrate that the Offeror has a proven track record of successful experience in executing projects similar in substance, complexity, value, duration, and volume of services sought in this procurement. The Offeror shall use this form to document the relevant experience of any Sub-Consultant that the Offeror is proposing to satisfy any specialized requirement under Qualification Factor 3.7.4.2.

[Maximum 20 pages]

Assignment name:	Approx. value of the contract (in current US\$):
Country: Location within country:	Duration of assignment (months):
Name of client:	Total No. of staff-months of the assignment:
Address and contact details:	
References [Provide the name of a referee, along with a valid email and phone number, as this information will be used for reference checks during the evaluation process]:	Approx. value of the services provided by your firm under the contract (in current US\$):
Start date (month/year): Completion date (month/year):	No. of professional staff-months provided by associated consultants:
Name of associated consultants, if any:	Name of proposed senior professional staff of your firm involved and functions performed (indicate most significant profiles such as project director/coordinator, team leader):
Narrative description of project:	
Narrative description of the project's mobilization demands and how your firm managed that mobilization's administrative, logistical and financial requirements.	
Description of actual services provided by your staff within the assignment:	

Name of Firm: _____