



Prot. No. AICS-OUT- 86(A)-2020-02-04

Invitation to Bid for the provision of English Training Courses to the Foreign Economic Relations Department (FERD) of the Ministry of Investment and Foreign Economic Relations in Nay Pyi Taw, under the Italian Agency for Development Cooperation project “Capacity Development for Donor Coordination in Myanmar – CAD-MM” – AID 11087

CIG:8187084372

Subject: Clarification Meeting Minutes and Q&A

With reference to paragraph 3 of the Invitation to Bid for the provision of English Training Courses to the Foreign Economic Relations Department (FERD) of the Ministry of Investment and Foreign Economic Relations in Nay Pyi Taw – AID 11087, a clarification meeting has been held at the Contracting Authority premises the 3rd of February 2020 at 11 a.m.

During the meeting a brief explanation of the bidding procedures and bidding documents has been carried out. After the presentation of the bid, bidders have been asked to submit their queries. The detail of the questions and answers provided is listed below:

Question & Answers:

Annex A – Terms of Reference – 8.4 Logistics

Q: The Terms of Reference mention the number of 70 participants. Is this a fixed number?

A: Both the total number of participants and the number of participants per group mentioned in the Terms of Reference will be defined in detail on the basis of FERD’s needs and on the basis of the planning of the trainings. For this reasons the actual number of participants can be slightly different. Please notice that differences in the number of participants will not affect in any case the amount of the Contract.

Annex A – Terms of Reference – 5 Scope of Work

Q: According to the activities requested, a Placement Test should be carried out. In case of participants that already attended previous English courses, would it be mandatory to carry out the test?

A: Yes, in any case the service requires the submission of a Placement Test. The results of the test should be considered in order to better tailor the planning of the courses on the participants’ skills and needs.

Invitation to Bid – 5.2.1. “Administrative Documents and the name of the Bidder”

Q: Point IV of the Invitation to Bid mentions that the bidders must report on economic and financial capability to carry out the requested service. Is there a form to be used?



A: The form to be used is the Annex B point 4. Economic and Financial Capacity. Please notice that the bidders must comply with the requirements listed in point 7.1 of the Invitation to bid in order to be eligible.

The meeting ended at 12 a.m.

Yangon, 4th February 2020



AICS Yangon Director
Walter Zucconi

