

ROAD DEVELOPMENT AGENCY

REQUEST FOR EXPRESSIONS OF INTEREST (CONSULTING SERVICES)

Clarifications No. 1

Consultancy Services for Design Review and Update of Tender Documents and Preparation of Environmental and Social Impact Assessment for the Kalabo–Sikongo–Angola Border Road, Preparation of Detailed Design and Environmental and Social Impact Assessment for the Tapo-Kalabo Road, Preparation of Detailed Designs for Border Post, Health Post, and Truck Parking, Supervision of the Construction of the Kalabo to Sikongo Road in the Western Province of Zambia.

Date: 22nd October 2025

Purpose:

These clarifications are issued:

- 1) in response to questions received from the bidders and clarifies or supports the information in the Bidding Document;

Note:

All requirements of the tender remain unchanged except as cited herein.

S/N	Query	CLARIFICATION/Response by RDA
1.	<p>We have carefully reviewed the Request for Expression of Interest document and noted the following:</p> <ol style="list-style-type: none"> 1. Appendix A – Expression of Interest: Consulting Firms, Non-CQS Selection Methods (page 5). 2. Appendix B – Expression of Interest for Consulting Firms, Qualification Selection Method (page 10). 3. Appendix C – Expression of Interest: Individual Consultants (page 15). 4. Appendix D – Request for Expression of Interest, Indicative Cost Estimates (page 17). 5. Appendix E – Request for Expression of Interest, Terms of Reference (page 18). 6. We further observed that Appendix E is listed on page 18 and continues on page 20, with page 19 missing. 7. Appendix F – Standard Registration Form for Consulting Firms (page 22). 8. Appendix G – Standard Registration Form for Individuals (page 30). 	<p>Kindly note that at this stage, selection will be based on qualifications and consultant's full submissions. Firms and Consultants are advised to read the TORs and requirements carefully to submit their required documentation and necessary appendices as required by the EOI.</p> <p>Please note that the missing page 19 is due to a numbering error and does not affect the completeness of the information required for consultants to submit compliant EOIs.</p>

	<p>9. Appendix H – Curriculum Vitae for Proposed Consultant Expert (page 37, max. five pages).</p> <p>10. Appendix I – Consultant Registration Templates (page 40).</p> <p>We have observed that several of these Appendices appear to be generic or irrelevant formats (e.g., those intended for Non-CQS, Individual Consultants, or Standard Registration).</p> <p>In order to ensure full compliance with your requirements, we kindly request your confirmation of the exact format to be used for submission of the EOI under this assignment.</p>	
2.	<p>RDA has already provided the Terms of Reference about 80 pages, and we are not clear on whether TOR should be included in the Expression of Interest document. Kindly clarify.</p>	<p>The detailed Terms of Reference (TORs) have already been provided for your appreciation and such you are not required to include the clients TOR them in your EOI submission.</p> <p>However, Appendix E—Request for Expression of Interest demonstrates two parts:</p> <ol style="list-style-type: none"> 1. Terms of Reference (TOR) FOR: Loans and/or technical assistance grants—issued by either EA or Fund Member. This is a summary format of the TORs provided by the client; and 2. A Format for Request Expressions of Interest for Consulting Firms’ TOR Coverage, where Consulting Firms are to Provide Narrative Details in the required format.
3.	<p>We are not clear on what format for the details of cost estimates should be included in the Expression of Interest document. Kindly clarify.</p>	<p>In reference to the Request for Expressions of Interest and its appendices, you are required to refer to the format provided in Appendix D, a table for Indicative Cost Estimates.</p>
4.	<p>We kindly request your confirmation whether firms are required to re-attach these documents (e.g., corporate structure, beneficial ownership, Board of Directors, etc.) in the present EOI submission, or whether the information already submitted under the Consultant’s General Registration (CGR) will be considered sufficient. This clarification will help us ensure full compliance with the submission requirements.</p>	<p>Kindly be advised to use the format of the Expression of Interest provided in Appendix B and attached the required documentations and appendices appropriately and in accordance with the requirements.</p> <p>The reference to “CGR” in the EOI template refers to the Consultant General Registration system used by the Coordination Group funds. For this assignment, registration under the CGR is not mandatory, but firms that are already registered may provide their CGR number. Non-registered firms may submit copies of their legal registration documents and relevant company information instead.</p> <p>The information and documents attached in the CGR form will be considered sufficient unless otherwise stated in the EOI and or Appendix B.</p>
5.	<p>We note that the Selection Profile in the EOI explicitly confirms the applicable method as QCBS (Quality and Cost-Based Selection). However, Appendix B is titled ‘Expression of Interest for Consulting Firms (Consultants’</p>	<p>Kindly be informed that Appendix B “Consultants’ Qualification Selection Method” is the applicable format.</p> <p>QCBS will apply fully after shortlisting at the Request for Proposal Stage.</p>

	Qualification Selection Method)’ which refers to CQS. We kindly request your confirmation whether Appendix B is to be applied for QCBS submissions, or whether a separate QCBS-specific format should be used.”	
6.	The Eligibility Declaration is indicated on pages 8 & 9, rather than on pages 9 & 10 as referenced. Furthermore, pages 8 & 9 relate to Appendix A, which is applicable to Non-CQS Selection Methods. We kindly request your confirmation on which Eligibility Declaration format should be applied under Appendix B (QCBS).	Kindly be informed that the Eligibility Declaration under Appendix B is to be utilized.
7.	We note that the issued Terms of Reference (TOR) for this assignment is approximately 80 pages in length. However, Appendix E (Request for Expression of Interest – TOR format) indicates that TORs should generally not exceed 5–7 pages. We kindly request confirmation that the full 80-page TOR provided in the EOI is the governing document for this assignment, and that consulting firms are not required to reduce it to 5–7 pages in their submission.”	<p>Kindly be informed that the attached TORs provided by RDA are the governing document for this assignment. The same have been shared with the interested firms for their appreciation.</p> <p>Appendix E —Request for Expression of Interest demonstrates two parts:</p> <p>1. 1. Terms of Reference (TOR) FOR: Loans and/or technical assistance grants—issued by either EA or Fund Member. This is a summary format of the TORs provided by the client; and</p> <p>2. A Format for Request Expressions of Interest for Consulting Firms’ TOR Coverage, where Consulting Firms are to Provide Narrative Details in the required format.</p>
8.	On pages 69 and 70 of the issued TOR, reference is made to AfDB (African Development Bank). Since the project is financed by BADEA, we believe this is a typographical error carried over from a standard template. We kindly request confirmation that the references to AfDB should be read as BADEA.	Kindly be advised that this project is financed by BADEA. The references to AfDB should be read as BADEA and will be corrected in the final TORs to be issued to the shortlisted firms.
9.	Please confirm if Kalabo-Sikongo section, Consultant’s scope if only to update the existing tender docs already prepared in addition to Design Review.	<p>Kindly be advised that the scope of services under this assignment on the Kalabo-Sikongo section is Design review, updating of tender documents and Construction Supervision as stated in the ToRs.</p> <p>Further, the full scope of the assignment is provided in the clients TORs and REOI.</p>
10.	We note that Phase 3 (Construction Supervision) can only commence after completion of the updated tender documents and design review under Phase 1 followed by RDA’s approval of Phase -1 Deliverables. We would like to kindly request clarification on the sequencing between these two phases. Specifically, once the Consultant updates the tender documents for the 60 km Kalabo– Sikongo section, the subsequent steps would normally include: 1. Issuance of the Invitation to Contractors 2. Evaluation of	<p>Kindly refer to the TORs, and particularly page 31, which states <i>“u: Assistance during the civil works tender- the consultant shall be required to assist RDA in the tendering process, information relating to design queries, evaluation of tenders if required.”</i></p> <p>The Consultant will not be required to provide assistance during the bid evaluation process. A clear indication of the expected responsibilities and workable sequencing are adequately covered in the issued TORs under 4. SCOPE OF SERVICES , the three Phases.</p>

	Contractors' Bids 3. Selection of the Contractor 4. Signing of the Works Contract 5. Issuance of the Letter of Award We request your guidance on whether these procurement-related tasks are to be undertaken directly by RDA, or whether the Consultant is expected to provide technical assistance (such as bid evaluation support). A clear indication of the expected responsibilities and workable sequencing will enable us to properly plan resources and mobilization for Phase 3.	
11.	We kindly request the Client to provide an indicative allocation of man-months for each of the required experts across the three phases of the assignment (Phase 1 – Design Review & Update of Tender Documents, Phase 2 – Detailed Design, and Phase 3 – Construction Supervision). A phase-wise breakdown of the expected inputs will help us ensure proper alignment with RDA's expectations, allow consistency in resource planning, and enable us to prepare our staffing and financial proposals in a realistic and responsive manner.	The man months for all personnel required at all three (3) phases of the project have been indicated in the TORs under "6: CONSULTANTS PERSONNEL". Kindly refer to the TORs.
12.	With reference to the REOI (page 4), we would appreciate it if you could specify and clarify which appendices (A to H, pages 5–40) are required to be submitted at this stage, along with our JV partner.	Consultants are advised to read the TORs and requirements carefully to submit their required documentation and appropriate Appendices. Further firms are to note that they shall be selected in accordance with BADEA guidelines and requirements. Firms can also visit the BADEA website https://www.badea.org/who-we-are/
13.	Please provide us with the official reference number of the EOI, if available.	Kindly be advised to respond with the Project title. The reference number will be provided at the next stage of the procurement process

End of Clarifications.

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