

QUESTIONS & ANSWERS

Date: 14 December 2020

Reference Request for Proposal Number: RFP-CATALYZE-Ethiopia-2020-0083

Dear Offerors,

Please see below answers to the questions submitted to EthiopiaMS4G.Procurement@thepalladiumgroup.com.

No	Question	Answer
1	Should floor installation be included in the bid?	Yes, the subcontractor should include both the cost of preparing the cement floor and installation of the flooring that is already on site.
2	There is a wooden structure on part of the ceiling, will that be there when work begins?	No, that will be removed.
3	Are there blueprints for the space?	Yes, see documents available for download: MS4G office interior.dwg MS4G office interior.rvt Let us know if you have trouble accessing the files. Note that the dimensions are not exact. Bidders must take their own measurements of the space.
4	The graphic illustration you provided of the space shows walls with either paint, wallpaper, or printed paper. Which material is it?	Paint
5	Should the budget proposal include unit of measure?	The budget proposal should be as complete as possible. Bidders can use the template we provided as a guide to the minimum expectations for the cost proposal. All costs should be detailed clearly. Vendors are encouraged to submit a cost narrative with the budget explaining assumptions.
6	Should VAT be included in the budget proposal?	Yes, VAT should be included but noted as a separate line item in the budget.
7	Where will the server room be located?	Outside the restroom corridor there is a large bundle of electrical and communications wiring. It will likely be most efficient for the server room to go there. Bidders are welcome to propose other locations, but must include the cost and time of moving wires as needed.
8	Should electrical and ethernet outlets be on the floor or installed in each desk?	Outlets will be installed on the floor, not installed in each desk.
9	Where is key card access needed?	On our office door in the lobby and the server room.
10	Are there design files we can manipulate?	Yes, please see attachment

No	Question	Answer
11	How many security cameras will be installed?	Bidders should not factor in installation of cameras, a 3rd party will do this. Bidders' workplans should include a timeline for when the cameras should be installed.
12	What is the color scheme for paint?	Primarily white with some color designs as identified in RFP Attachment 2 – Office Floorplan and Design. Non-white designs should follow the design and location identified on Attachment 2, but may use any combination of the colors below.
13	Can we import materials?	Bidders are responsible for sourcing the materials, but the sourcing must not delay office make ready. Materials must be readily available and not delay office make ready
14	What is the expected completion date for the office make ready?	No later than the last week of January 2021.

12: Non-white paint colors:

