



REPÚBLICA DE MOÇAMBIQUE  
MINISTÉRIO DA ECONOMIA E FINANÇAS  
GABINETE DE DESENVOLVIMENTO DO COMPACTO II

**Minutes of Pre-Proposal Conference**  
**Fiscal Agent Services - RFP/MOZ/2023/QCBS/01**  
**Held on June 9, 2023**

**I. Present**

The pre-proposal conference was attended by representatives from the Gabinete do Desenvolvimento do Compacto-II (GDC), Millennium Challenge Corporation (MCC), The Interim Procurement Agent (IPA) and prospective Consulting Firms. Attendance Register is included as Annex 1.

**II. Welcome and Introductions**

The IPA Procurement Expert opened the meeting by welcoming everyone, explaining the aim of the conference and presenting the agenda. Self-introductions were made by everyone present.

**III. Presentation on the GDC Compact Development Program**

The GDC National Coordinator made a presentation on the Compact Development Program, key components of the programme, progress made so far, and the main activities envisaged over the compact period.

**IV. Technical Presentation on the Fiscal Agent Services**

The MCC Sector Expert gave a presentation on the key technical requirements and the scope as included in the Terms of reference of the RFP. He highlighted the duties and responsibilities of the Fiscal Agent, staffing and reporting requirements, contract period as well as key deliverables.

**V. IPA Presentation on the RFP Procurement Process**

The IPA Procurement Expert made a presentation on key aspects of the RFP process. She explained the format of the bidding document, the qualification and evaluation criteria, the proposal submission procedure and how proposals will be examined and evaluated. She encouraged consultants to ensure proposals are compliant and contain all the required information to pass the various evaluation stages. During the presentation, emphasis was also given to the submission deadline, encouraging the consultants to submit the proposals well ahead of time to avoid submission of incomplete proposals, as the dedicated submission link will close at the exact date and time indicated in the RFP.

## **VI. Tax and Payment Presentation**

The GDC Finance representative gave a presentation on the legal, tax liability and responsibilities of the successful consultant, as well as the payment procedures, exceptions and exemptions.

## **VII. Questions and Answers**

After the presentations, the Procurement Expert opened the space for questions. Several questions were asked by the Consultants and responded to by GDC and MCC representatives. The consultants were reminded to submit additional questions (if they have any) by the clarification deadline indicated in the RFP.

The questions asked during the conference are provided in table below. Even though some of the questions were partially answered, GDC shall seek further clarity from the relevant subject matter experts and detailed response shall be provided to all Consultants by the clarification response deadline indicated in the RFP.

#	Question
1.	<p>The RFP indicates that office space, internet and furniture will be provided by MCA. There is no mention of IT hardware. Do Consultants need to include this in their proposal, or it will be provided by MCA as well?</p> <p>If the Consultant is to include hardware in their technical proposal, please provide a list and outline the general technical specifications of the hardware needed.</p>
2.	<p>It was mentioned that the tax exemption does not include citizens in Mozambique and permanent residents. Does this include International Experts?</p> <p>Also, if an International Expert has been working in Mozambique the past 7 years, are they considered permanent resident for tax purposes?</p>

## **VIII. Closing**

After all questions had been responded to, the Procurement Expert thanked all participants for attending the conference, and advised the Consultants that minutes of the pre-proposal conference, as well as copies of the presentations will be sent to all Consultants that have registered and received the RFP.

## **IX. Presentations**

Copies of the presentations, as well as the meeting recording are available on this web link: <https://ln5.sync.com/dl/960baca20/cq3n5ie6-k95aaqij-dqy8rjp9-yzax4q6n>

# Annex 1

## ATTENDANCE REGISTER

#	Name	Email	Organisation
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