

TENDER FOR POSTAL SECTOR STRATEGIC POLICY STUDY FOR POSTAL SERVICES ACT 2012 REVIEW

Tender No: MCMC/PSPD/PCD(01)/POSTAL/TC/05/2024(04)

Questions & Answers

No	Ref	Question	MCMC'S Feedback
Technical			
1	Para 48.8 on page 42	<p><i>“The Tenderer shall provide a team of at least eight (8) persons where the team must be able to carry out the Consultancy on a full-time basis, be proficient in English and Bahasa Malaysia, both in written and spoken, and is able to carry out presentations and produce well-written papers and comprehensive reports.”</i></p> <p>We appreciate the need for at least some of the project team to be proficient in Bahasa Malaysia. However, imposing this requirement on all team members carries the risk of excluding international experts that can bring a lot of relevant international experience to the team and thus help inform the next postal strategy.</p> <p>Can you please confirm whether there is any flexibility on requirements set out in paragraph 48.8?</p>	<p>MCMC agree to allow the flexibility for some (not all) of the team members to be proficient in both English and Bahasa Malaysia</p>

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2	Section 5 – Clause 46 (Consultancy Requirement)	Deliverable 4 requires a draft legal framework and scope of bill format – can we assume that these are recommendations to improve the legal framework including the Acts and regulations, and do not entail revisions to the actual drafting of such legal documents, but rather higher level proposals on the changes that would be required?	Correct
3	Section 5 – Clause (Consultancy Requirement)	For all phases of the project, do you require full time or frequent physical presence of the consultants in MCMC's office? Or is virtual face time with occasionally physical meetings permissible?	The Successful Tenderer is not required to be present at MCMC's office full time, rather only during meetings, stakeholder engagements and presentations to MCMC/Management.
4	Section 5 – Clause (Reports and Presentations)	Is this interpretation correct, only SUMMARY of the written report and presentation decks are required in both English and BM. The detailed final report is to be in English only?	Correct
5	Section 5 – Clause (Reports and Presentations)	Can the final report be in a PowerPoint / pdf format which is visually appealing and structurally coherent?	No. Final report needs to be detailed out in a word document format accompanied by a visually appealing presentation deck for presentation purposes.
6	Appendix H	Within Appendix H (List of Tenderer's experiences), there is some overlap between the definitions of categories A-D. Where projects qualify under more than one category, should they be listed under each category for which they qualify (leading to repetition), or just stated ones (e.g. within the first category for which they qualify)?	Tenderer's project experiences, publications, consultancy carried out for MCMC/other regulatory bodies and relevant public consultations may overlap under each category under Appendix H
7	Section 5 – Clause 46 (Consultancy Requirement)	Within Task 14 of Deliverable 1 it is stated that data collection should use methods such as survey. Does this refer to using the results of previous surveys, surveying / providing a questionnaire to stakeholders (rather than	Tenderer to propose suitable methods based on study's needs.

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		consumers) or is a purpose-run consumer survey expected to be run as part of this task?	
8	Section 5 – Clause 46 (Consultancy Requirement)	The Deliverable 1 task 13 – what does it mean by “Determine value of letter post segment from the point of view of consumer and stakeholders.”	The purpose is to ascertain and assess the importance and relevance of mail delivery (in the aspects of speed, reliability and frequency) to consumer and relevant stakeholders considering that end users increasingly adopted and substituted physical mails with emails and other alternative digital communication means.
9	Section 5 – Clause 46 (Consultancy Requirement)	For public consultation – is the successful tendered required to conduct a ‘public inquiry’ to seek feedback from the rakyat? Or does public consultation refer to the industry players and key stakeholders. If the successful tenderer is required to conduct a ‘public inquiry’, is the expectation for it to come under Deliverable 4 (final report) or earlier?	Public consultation may take in various forms/ approaches such as townhall sessions, focus group discussions, taking into consideration efficacy of time, cost etc.
10	Section 5 – Clause 46 (Consultancy Requirement)	Just to clarify that the expected deliverables for phase 1 is high level recommendations which could be subject to further detailing and refining the following stages?	Correct
11	Section 51.2 – Duration (No.5 Final Report)	Confirm if the final report's duration is 8 weeks as indicated in the table, or if it's 6 weeks as depicted on the Gantt chart? (Reference to table & Gantt chart from the tender has been attached below)	Depending on the award and project kick-off date, it will spill over to 2025 slightly. Essentially, the Successful Tenderer will be allocated 8 weeks to deliver the final report, totalling to 6 months of project timeline

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2	Section Para 25.1.3	Is it necessary to notify MCMC in writing of any subcontract arrangements we intend to enter into prior to submission of our response?	Tenderer to state its compliance response to para 25.1.3 in Appendix A. However, if the tenderer inquiry is related to the requirement under clause 2.2 of the Tender Document, the Letter of Undertaking (LOU) is required as per para 2.2.2 of the Tender Document.
3	Section 1 Para 2.1	Please confirm our understanding that requirements of the Tenderer for documentary submissions apply only to the (main) Tenderer and are not also required of subcontractors. For example, a valid certificate of registration from the relevant authority in its country of origin is not required from any subcontractors (provided that the equivalent is provided by the main Tenderer)? Similarly the information requested in Appendix C applies only the main Tenderer?	Correct
4	Section 2 Para 8.3.1	Paragraphs 8.3.1 (iii), j and k require a "Profile" and a "Letter of Undertaking" relating to any "Local Partner". Do these requirements also apply if we were to bid with a subcontractor that is not local? [note these are requirements to include within the financial proposal]	This requirement only applies to international tenderer participating with local partner as per para 2.2 of the Tender Document.
5	Appendix A - Contractual Agreement	Is MCMC open to making changes to the terms and conditions prior to the actual contract signing which may include tweaks to clauses 33, 35, 36, 37 38 to fulfil the participating company's risk mitigation and governance policies?	The tenderer is to include their response in the tender submission for MCMC assessment.