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INTERNATIONAL CLIMATE INITIATIVE (IKI)



**07/06/2021 – Hanoi, Viet Nam**

**Proposal for Tender Ref 57.21: Consultancy services for “Developing a plan and training material for the preservation of the river geomorphological stability of the Mekong Delta”**

The following questions have been received from organizations indicating an intent to bid on the *Consultancy services for “Developing a plan and training material for the preservation of the river geomorphological stability of the Mekong Delta”* funded by IKI BMU, managed by WWF Germany and implemented by WWF Viet Nam.

Through this document, all questions made and received by the indicated deadline in the Request for Proposal – RFP (May 28th 17.00 hrs – ICT) have been compiled and the preliminary answers made available online to all bidders.

Please note that no other questions will be accepted from hereon. We also invite bidders to monitor the website for eventual updates on the aswers.

WWF Viet Nam  
Procurement Team

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## QUESTIONS

Question	Clarifications from WWF VN
<p><b>1) Objectives:</b> It is needed to clarify how many scenarios or combinations of the hydro-morphological conditions (especially when the project concerns the impact of climate change) to be examined. Following up on this question, a suggestion is to produce maps of erosion risk for different hydro-morphological conditions. Based on such maps and the sediment budget map, one can point out locations that allow sand mining or can estimate the capacity of the sand extraction for each scenario. However, this approach would not allow quantifying the permitted sand extraction rate at exact locations.</p>	<p><b>Answer:</b></p> <p>Maps of morphology changes, with emphasis on erosion risk. will complement geotechnical approach with geomorphological expertise (local &amp; system approaches) and aims at identifying thresholds for different hydro-morphological conditions, beyond which we would have significant increased risk for the physical integrity of the river bed morphology. We expect only indication of risk for bracket of volume of sand extracted. More precise estimation would be desirable, yet we understand this may be challenging.</p>
<p><b>2) Activity 1:</b> Is activity 1.5 expected to be done in the inception phase? In absence of the RGSPan, this will be very difficult.</p>	<p><b>Answer:</b></p> <p>It is expected that the draft layout of the “<i>instruction/user-guide for provinces on how to integrate the RGSPan in the future</i>” is prepared during the inception phase. This shall be then completed with the RGSPan development.</p>
<p><b>3) Activity 2:</b> Could you clarify on definition/pre-requisites of hydro-morphological change areas?</p>	<p><b>Answer:</b></p> <p>“hydro-morphological change areas” are sections of Mekong delta channels that are currently experiencing major morphological changes assumed to be related to alterations of water &amp; sediment flows. The change areas need to be representative of all type of geomorphological changes occurring in the Mekong river channels. For example: increase of channel width due to erosion or reduction of channel width due to loss of conveyance linked to defluviation/capture by other channel(s), incision/scouring causing loss or elevation of the riverbed or sedimentation causing aggradation of the river bed, relations between width and depth changes..</p> <p>We suggest to aim at identifying sites which would be representative of key processes and allow to understand and predict such changes in delta geomorphology due to changes in sand conveyance in the entire system and indicate the method and rationale behind the site selection.</p> <p>The insights from this exercise should allow for a projection of future geomorphological changes depending on different sand extraction scenarios.</p>
<p><b>4) In Activity 2:</b> Field work - Survey, monitoring secondary and primary data collection, your TOR has mentioned that this job shall “also build on data collected under OP I (Sand Budget development). Also, in</p>	<p><b>Answer:</b></p> <p>Please find herewith the ToRs for the Sand Budget development which were advertised on January 27<sup>th</sup>. These ToRs can be used as guidelines despite the cancelling of the Tender. In principle the</p>



<p>Activity 1.2 "Primary and secondary data collection", part 1.1 said that the bidder need to coordination with OP1. But, there is not any given information about the data collected/ measured in OP I. How can the bidder propose their amount of work for those activities without any given information? What would you advice to the bidder? Please advise how bidders should frame their proposals for this activity in the absence of any information regarding the field data that is being collected under OP I.</p>	<p>Sand Budget shall be developed in the same timeline of the RGSPlan hence a coordinated action is suggested amongst the winning bidder for this tender together with the winning bidder for the Sand Budget development. WWF Viet Nam will facilitate a Coordination table once consultancies are selected and awarded. In principle provisional data from Sand Budget should be available in the first quarter of 2022. In the RGSPlan proposal it is suggested to include how the bidder would mitigate this point in the scenario of a delayed access to the Sand Budget data.</p> <p>In principle: first year developments can be done without data generated by the Sand Budget. This step includes the selection of geomorphological change areas, monitoring and model development. Then, in the second year, the sand budget data will be needed to validate the model.</p>
<p><b>5) Activity 2:</b> Would you mind give us more detail about the selected area for surveying. TOR asks 3-5 areas for survey. However, this is quite difficult to evaluate the proposal when one bidder proposes 3 areas, other propose 5 areas. They may have similar total area, quite same measured data etc. Could you please provide more specific about the criteria for this selection?</p>	<p><b>Answer:</b> We assess the method &amp; rationale. Assessing and comparing quantitative (e.g. number of site &amp; their respective area) only is not necessarily optimal in this case. We do not necessarily need the largest change areas, more those for which there is data and evidence, and that are representative of conditions and processes that will inform the overall understanding and trends; i.e. that are scalable.</p>
<p><b>6) Activity 2.1:</b> With respect to the investigation and analysis of hydro-morphological change areas, what time-scale do you expect the analysis to cover? (yearly, decadal, etc.?)</p>	<p><b>Answer:</b> It is suggested for the bidders to propose according to their experience. Data sets and processes have different time frames hence a practical approach is suggested. Obviously the larger and longer the data sets are the better.</p>
<p><b>7) Activity 2.2:</b> There are tens of extraction sites along the Hau and Tien Rivers and their distributary channels. How many extraction sites are expected to be included and how is this different from 2.1 (hydro-morphological change areas)?</p>	<p><b>Answer:</b> Activity 2.1 is based at channel level where the geomorphological change areas can be extraction sites, where this allows for a sound analysis of wider changes; while 2.2 focuses only on the extraction sites selected and monitored. It is to the bidder to suggest an appropriate set of sites that can guarantee a comprehensive information on processes and trends.</p>
<p><b>Activity 3:</b> <b>8)</b> For selection of pilot province, what incentives do the provinces have to cooperate with the consultant?</p>	<p><b>Answer:</b> Provinces in the Mekong Delta have already expressed their interest to cooperate to the project through a preliminary engagement mission held by WWF Viet Nam Project Team. In addition, the project is supported by the Ministry of Agriculture and Rural Development. It is expected that provinces will cooperate on the line of strategy indicated at Ministry level. However, it is also suggested for the bidder to develop this point in the mitigation plan.</p>
<p><b>Activity 3:</b> <b>9)</b> How can we ensure a smooth data and knowledge transfer (to avoid errors) as well as</p>	<p><b>Answer:</b> As indicated in question 5, WWF Viet Nam will ensure a coordination table (online or physical depending from needs)</p>

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<p>synergy and synchronization between the sand budget consultant and the RGSPPlan consultant?</p>	<p>amongst the two groups of consultancies in order to facilitate any need in exchange of information and data. In addition, it is also suggested for the winning bidders to stipulate an MoU where the key data sets and lines of coordination will be expressed and agreed upon.</p>
<p><b>10) Activity 3:</b> Looks for a pilot implementation to integrate the sand budget into the provincial sand extraction planning. The sand budget, developed in another package, is the input for this activity. Hence, it is important to know when this input is available. Moreover, should it be better to define a province in the first step that allows both consultant teams to focus on? Thereby, the sand budget for the pilot province might be on-time delivered to the consultant team for this package. It should be taken into account that the sand budget may need some time to revise comments and feedback, even from the consultant team of this package.</p>	<p><b>Answer:</b> At province level we use the result of the sand budget developed at system level. The sand budget is about in- and outflows of sediment to and out of the delta while the RGSPPlan is about geomorphological changes, both locally (erosion) and delta-wide (loss of, or substantive changes in, water and sediment conveyance).  Both investigations (SB and RGSPPlan) are to be focused at Delta wide scale while the integration of the SB is piloted at province level.  Selection of the province for the Sand Budget integration shall be the result of a later process in coordination with the authorities (VNDMA) and the Client.  As the sediment budget should cover the entire Mekong delta, a focus on one province in the measuring campaign is not possible.  The sediment budget final data should become available successively between March 2022 and Dec 2022. <b>The bidder under this contract will not be held accountable for any delay in their scope of work that is immediately due to a delayed delivery of sediment budget data.</b> Since the measuring campaign for the sand budget depends on external factors, such as the onset of the wet season, the bidder for the RGSPPlan should, however, accommodate for some flexibility to work with the data as it arrives.</p>
<p><b>11) Activity 3.3:</b> When do you expect the results of the sand budget project to be available?</p>	<p><b>Answer:</b> In an optimal situation without any major impediments in the delivery of this result, Interim Sand Budget results are expected to be ready by March 2022. Final Sand Budget results should be ready by January 2023.</p>
<p><b>12) Activity 4:</b> The ToR state that the external service provider shall “Develop and run the model for the morphological changes”. What is the model that is being referred to here? Is this a model that is being developed as part of the sand budget project (Output 1) referred to in footnote 8? How is it possible for bidders to frame the work required for this activity when the details of that morphological modelling are not yet known?</p>	<p><b>Answer:</b> The model is to test the morphological stability of the channels based on different scenario of sand flows/extraction rates/ volumes to identify thresholds beyond which changes become unacceptable.</p>
<p><b>13) Activity 4:</b> Also in relation to 4.1, the ToR state “Develop and run the model for the morphological changes .... within the selected test/pilot area”. Would we understand that 4.1 will only concern the morphological changes in the selected test/pilot</p>	<p><b>Answer:</b> Yes, 4.1 is a zoom into the selected morphological change areas.</p>

<p>area, and not in the Vietnam Mekong Delta as a whole?</p>	
<p><b>14)</b> Moreover in relation to 4.1, the morphological changes in the Vietnam Mekong Delta (VMD) have been due to landslides of river banks, which are in a relationship with subsidence, and hydro-geotechnical conditions including underground water flows. These phenomena are extremely difficult to predict using numerical morphodynamic models, especially given the relatively small scale (EU 340k) of this bid. Can you advise if bidders should focus their attention only on the morphological changes due to river flows and sediment transport in the VMD, or is it necessary also to consider river bank erosion and landslides.</p>	<p><b>Answer:</b></p> <p>By morphological changes we entail those that are due to change in the relation QI/Qs (water/sediment flows, especially coarse sediment (=sand) as bedload. Reduction of sand as bed load liberates energy in the river stream. So the key parameter to play with in the model is morphological change triggered by different sand load for different water flow volumes as well as landslides and river bank erosion would be of interest where immediately linked to sand extraction sites.</p>
<p><b>Activity 4:</b> <b>15)</b> The RGSPPlan shall be developed for the entire Mekong delta. However, it is based on the analysis done for only Tien and Hau rivers. The climate condition may stay the same for other rivers, however, the flow regime, the sedimentation influx, the extraction rate would vary differently. This is needed to take into account when scaling up the implemented plan for the two rivers into the region plan.</p>	<p><b>Answer:</b></p> <p>The sand budget will focus on the Hau and Tien rivers. The RGSPPlan looks at a wider area and aims to understand/inform changes on the Mekong Delta scale and sets out recommendations to support decision and policy makers on sediment (sand) management on that scale. Hau in Tien rivers are clearly in scope, yet it is envisaged that its outputs and principles are applicable at the wider scale of the entire VMD.</p>
<p><b>16) Activity 4:</b> “specify locations where sand could be extracted with measured risk of erosion [...]” Can you explain what is meant with a “measured risk”?</p>	<p><b>Answer:</b></p> <p>By measured (or quantifiable) risk we mean the level of threshold beyond which sand extraction becomes a significant risk to the preservation of the riverbed morphology.</p>
<p><b>17) Activity 4:</b> Develop the Mekong Delta RGSPPlan. The TOR said that the bidder shall "Develop and run the model for the morphological changes..." We would like to know about the model that is mentioned here? Is this a model which is being developed as a part of the OP I? Would you provide the bidder how to propose their frame work for this activity when the details of the model is missing?</p>	<p><b>Answer:</b></p> <p>This model is to identify thresholds and morphological risk associated with each of them hence it is a different model compared to that of OP I. Bidders are to propose the model that according to their experience will bring the most accurate results.</p>
<p><b>18) Activity 4:</b> Could you clarify what is the difference between Activity 4.2 an 4.3? Both are aimed at stabilization of the riverbed/bank?</p>	<p><b>Answer:</b></p> <p>4.2: proposed recommendations for the identified geomorphological change areas. 4.3: This is solutions to restore or protect the geomorphological stability of the riverbed/river bank</p>



<p><b>19) Activity 4:</b> Relating to the pilot area and modeling for the selected test/pilot area (Activity 3 and activity 4). The TOR requires the model for the area that sand still can be extracted. 5. However, the information of sand budget coming out from OP I is not yet known? On the one hand, the model is focusing on only the morphological changes in selected test/ pilot area, and not whole of Viet Nam Mekong Delta? On the other hand, morphological change in VMD has been effected by many issues like: river hydraulic, sediment transport, landslides, land subsidence, bank erosion, ground water extraction etc. Those processes are very complicated for simulating with the numerical model. Could the bidder only focus on the stability of the river morphological change by modeling river hydraulic and sediment transport? Or shall we need to consider also river bank erosion and landslides? What are your suggestions?</p>	<p><b>Answer:</b> It is expected for the bidder to rely on data of the Sand Budget in so doing a coordination process is required with the executors of the Sand Budget development (Please see the previous answers on this point). Ideally the RGSPlan is built on data and processes deriving from specific selected morphological change areas. For this task, the bidder is expected to focus on the stability of the river morphological change by modeling river hydraulic and sediment transport; the rest will be used for setting boundary conditions, not being part of the model as per se.</p>
<p><b>20) Activity 5:</b> Could you clarify on the extent of activity 5.1 ? The title of Activity 5 is about “municipalities and local authorities”, but in activity 5.1 only national level entities are mentioned. Hence it is not clear if key stakeholders should be provincial level or ministries.</p>	<p><b>Answer:</b> 5.1: This is the workshops plan development and how it intends to collect feedback, suggestions on the RGSPlan from the stakeholders consultation. 5.2: This is the actual workshop implementation and engagement with national and provincial partners, as well as with representatives from the community living in areas affected by morphological changes.</p>
<p><b>21) Activity 5:</b> What incentive do the ministries have to cooperate closely with the consultant?</p>	<p><b>Answer:</b> In order to allow a more comprehensive RGSPlan development. VNDMA is willing to share the crossed section data and information on both Hau and Tien rivers. Additionally, it is in the interest of national planning and achievement of Resolution 120 /NQ-CP to provide with a coordination to ensure a resilient Mekong Delta against the effects and impacts of climate change.</p>
<p><b>23) Activity 5:</b> Requires to involve different stakeholders. Is there any support from the Client to contact and arrange the meeting with them?</p>	<p><b>Answer:</b> It is expected for the consultant to work in tight coordination with MARD and the Client (WWF) in the stakeholders identification and engagement process. This coordination process will allow a facilitated dialogue and engagement with the desired stakeholders. The Client will facilitate, where possible, on these processes.</p>
<p><b>24) Activity 5:</b> Is 5.2 a different workshop than 3.5?</p>	<p><b>Answer:</b> Yes, it is different.</p>

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	<p>3.5: This workshop will be organized by WWF in order to launch the sand budget for one piloting province.</p> <p>5.2: This is the stakeholder engagement workshop on RGSPPlan development.</p>
<p><b>25) Activity 6:</b> Could you clarify and elaborate on 6.2?</p>	<p><b>Answer:</b></p> <p>It is expected from the bidder to include in the training material all collected information and data related to the RGSPPlan development which are needed as inputs for the creation of the training material.</p>
<p><b>General Questions</b></p>	
<p><b>26)</b> Given the short window of the proposal and the COVID-19 associated inefficiencies, we would like to ask for a 3-week extension to assure a high quality proposal submission.</p>	<p><b>Answer:</b></p> <p>The window timeframe for the proposal development follows international standards and procurement regulations set by WWF. We recognize the effects of the Covid pandemic and we included this element of consideration in the timeframe development. In light of the relevance of the task and to allow further time to prepare comprehensive proposals, we will extend the submission date by 1 week (10 working days). This will be duly notified through the tender website.</p>
<p><b>27)</b> The ToR ask bidders to submit a risk mitigation plan (including the risks associated with Covid-19). Please advise whether and how that risk mitigation should explicitly consider the potential involvement of international professionals based outside of Viet Nam.</p>	<p><b>Answer:</b></p> <p>The Mitigation Plan shall be structured in order to assess potential bottlenecks and impediments in the smooth implementation of the task and how the bidder intends to mitigate them. This includes eventual impossibility of international professionals based outside of Viet Nam in reaching the Country and how the bidder intends to coordinate the task accordingly.</p>
<p><b>28)</b> Could you please provide the following document as it is missing in the tender announcement? <b>Ref_31.21_iki_smp_deltawide sand budget development</b></p>	<p><b>Answer:</b></p> <p>The ref. 31.21 ToRs herewith mentioned refer to the tender launched on January 27<sup>th</sup> 2021. The tender was then recently cancelled (and only once the tender 57.21 was advertised) for administrative reasons. Currently a new set of ToRs are being re-developed and soon will be launched. You can however refer to the former ToRs attached and use them as guideline.</p>
<p><b>29)</b> Output/Deliverable products: According to ToR, “Draft plan of consultation process agreed by VNDMA and the Contracting Authority The draft” and “final Plan for preservation of the river geomorphological stability of the Mekong Delta (Agreed by VNDMA)”. It is needed to clarify the agreed level of VNDMA, what level of approval? If this plan needs VNDMA’s approval and promulgation, it will be very risky regarding the project implementation time.</p>	<p><b>Answer:</b></p> <p>Ministry of Agriculture of Rural Development is the line Ministry to the Project which is coordinated via its Disaster Management Agency – VNDMA.</p> <p>Agreed by the VNDMA means the acceptance on the output by VNDMA. This is a necessary requirement as the product output is deemed to be used by GoV Decision Makers. Following is the main steps of this process.</p> <ol style="list-style-type: none"> <li>1. RGSPPlan would be submitted to VNDMA as ready,</li> <li>2. In the next step, VNDMA will review the content of the plan in consultation with its relevant departments. In fact, VNDMA will assess the plan in terms of being consistent with regulations and orientations in disaster prevention,</li> </ol>

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	<p>landslide prevention, sustainable sand exploitation, and the feasibility of the plan when applied in practice.</p> <p>3. Based on the feedback from VNDMA, consultants will revise and finalize the plan.</p>
<p>30) Could you send us a template contract?</p>	<p><b>Answer:</b></p> <p>Client can provide draft contract agreement. Contract Template is provided in separate document herewith attached. Please note that detailed and extended terms and conditions of contract shall be negotiated with awarded bidder, including but not limit to a contract performance guarantee.</p>
<p>31) Can the Client confirm that Budget and methodology of payment (Page 10 of 22) will be understood as below? - Professional consultant fees (including all taxes): exactly or less than 70% of total available budget (340,000 €) - Professional consultant fees (including all taxes): exactly or less than 25% of total available budget.</p>	<p><b>Answer:</b></p> <p>% are a set guidelines of desired proportions. It is however to the Consultant freedom to define ifs most realistic costs for the delivery of this task. 70% is referred to professional fees (inclusive of all costs eg. Taxes and charges) while 25% are related to other costs (internal travels, procurement of required equipment amongst other).</p>
<p>32) Page 15 of the TOR, it is saying that the bidder need to submit the certification of the equipment inspection. We have numbers of devices for field survey for examples: ADCP, Multibeam Echo Sounder, and PES. We are wondering if there is any department can provide the certificate for those equipments. Please advise us, what are the specific certificates that are being referred to here? Besides, the time for submitting the proposal is very low. We are afraid the time consuming to get those certificates ahead of the deadline. What are your suggestions?</p>	<p><b>Answer:</b></p> <p>It is suggested for the bidders to ensure this certification for the ADCP equipment.</p> <p>Certification process can be requested at the Vietnam Meteorological and Hydrological Administration under MoNRE or from suppliers are private companies located in HCM City. A certification process usually requires a 1 (one) working day and, in order to facilitate bidders not to lose time during the bidding process, certifications can be carried out during the inception phase (and prior surveys) from the only selected bidder. It is however requested from bidders to indicate in the technical proposal on how they plan to process these required certifications. In case, the bidder is already in possession of such certificates, it is suggested to share a soft copy in annex to the Technical Proposal.</p>
<p>33) We had done many projects in the Mekong Delta, Sodi Rap - Dong Nai River and other rivers in ViQt Nam. Those project were State level, Ministerial Level, Provincial Level and Multinational. Those project also had many field surveys including hydrology, topology, geology, water quality, environment etc. In TOR page 15, "Certificate to conduct surveys in Tien and Hau River (Valid certificate and can be extended to end of 2023)" part a, it is required that we need to submit Certification for eligible environmental monitoring service activities issued by MoNRE. In our license of operation, we have the permitted for monitoring field survey the above activities. Do we also need to submit the related certificate for other survey activities such as hydrology, topography geology measurement?</p>	<p><b>Answer:</b></p> <p>Any types of permits, certificates or authorizing official documents (that allows consultants to conduct surveys/sampling indicated in the scope of this study) shall be acceptable. Given the current Covid 19 restrictions, it is allowed for only the selected awarded bidder to provide with these authorizations prior conducting the surveys and during the inception phase. It is however requested from bidders to indicate in the technical proposal on how they plan to process these authorizations. In case, the bidder is already in possession of such documents, it is suggested to share a soft copy in annex to the Technical Proposal.</p>

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Would you explain how we can get the Certificate? How long does it take to get the Certificate?

**34)** (340,000 €) - Professional consultant fees (including all taxes): exactly or less than 5% of total available budget (340,000 €) Please explain to us if the proposed financial price is lower?

**Answer:**

The budget for the task is expressed as global price of 340.000 Euro. Whether the Consultant deems a lower budget it is invited to propose so. The allocation of fees to different cost categories is indicative.